

MINUTES of the Annual General Meeting held on Tuesday 4th February 2014 at the Village Club, Escrick, York

PRESENT

Mr R E Britton (In the Chair)
Mr A Dear
Mr K W Terry
Mr W A Jacques
Mr K Atkinson
Mr J R Bramley
Mr J Daniel
Mr B Smith
Mr R D Percy
Mr I Ellwood
Cllr B Marshall
Cllr Mrs K McSherry
Cllr J Deans
Cllr J Cattnach
Cllr R W Bramley
Cllr J Brooks

The Clerk – Mr W Symons

Engineering Assistant – Mr N Culpan

Apologies for absence were received from Cllr K Ellis and Mr J Hopwood.

Loss of Mr D Fullwood

The Chairman announced the sad loss of Mr D Fullwood who became the Board's Clerk when the Board joined the York Consortium of Drainage Boards in 2004. David then on retirement became the York Consortiums part time Planning and Consenting Officer in 2008 until 2013. David passed away following a short illness on 26th January 2014. The Board standing in silence for a minute in remembrance.

There were no declarations of interest related to the items listed on the Agenda.

The Clerk noted a spelling error and a minor change to the reporting of a planning application which had been made as an amendment to the minutes circulated with the Agenda.

Ouse
& Derwent
IDB minutes

APOLOGIES FOR
ABSENCE

CHAIRMAN'S
ANNOUNCEMENT

DECLARATION OF
INTEREST

MINUTES OF
MEETING

It was proposed by Cllr Mrs K McSherry subject to the amendment, seconded by Mr W A Jacques and UNANIMOUSLY AGREED that the Minutes of the Meeting held on the 22nd October 2013, a copy of which had been sent to all Members, be taken as read and approved and that they be forthwith signed by the Chairman as a correct record.

MATTERS ARISING

There were no matters arising from the Minutes that were not covered in the main agenda.

FINANCE SUB-COMMITTEE MINUTES

The Chairman presented the Minutes of the Meeting of the Sub-Committee held on the 21st January 2014, a copy of which had been sent to all Members.

The Chairman ran through and summarised the items included in the Minutes of the Meeting.

The Chairman proposed acceptance of the Minutes together with the acceptance of the recommendations contained within them. Cllr B Marshall seconded the proposal and Members UNANIMOUSLY voted in favour.

MATTERS ARISING

There were no matters arising from the Minutes that were not covered in the main agenda.

LAYING OF THE RATE & SPECIAL LEVIES

Members gave consideration to the budget and estimate for the Board's income and expenditure for financial year 2014/15 and the recommendation made by the Finance Sub-Committee. The Board APPROVED the recommendations contained in the Sub-Committee Minutes of the Meeting held on 21st January 2014, proposed by the Chairman and seconded by Cllr B Marshall, which set a drainage rate for the sum of 4.38p in the £ with no increase at the same rate as last year.

The Board UNANIMOUSLY RESOLVED that the proportion of their expenditure be raised by drainage rates in respect of agricultural land and buildings by Special Levies on local billing Authorities are 17.30% and 82.70% respectively.

THAT the Drainage Board do hereby make a Drainage Rate for the purposes chargeable thereon assessed on the Annual Value of agricultural land and buildings subject to the provisions of the Land Drainage Act 1991 as hereunder set out that is to say: AN OCCUPIERS' rate assessed at 4.38p in the £ for the period ending on the 31st day of March 2015.

THAT the Drainage Board do hereby make a Special Levy assessed as hereunder, that is to say: A Special Levy chargeable to **SELBY DISTRICT COUNCIL** in the sum of £259,587.94 for the period ending on the 31st day of March 2015.

AND a Special Levy chargeable to **CITY OF YORK COUNCIL** in the sum of £137,814.12 for the period ending on the 31st day of March 2015.

AND that the Special Levies shall be payable in two equal instalments on the 1st May 2014 and 1st November 2014.

THAT the purposes for which the said Rate AND Special Levies are made and the amount in the £. for each of the purposes are as hereunder set out.

AND that the said Rate shall be payable on Demand.

AND that the seal of the Board be affixed on the said Rate and Special Levies accordingly.

AND that the Clerk be and is hereby authorised to take all necessary steps to demand and collect the said Rate.

| <u>PURPOSES</u> under the Land Drainage Act 1991 for which the Rate mentioned is made. | <u>AMOUNT</u> of the Rate in the £. for the Occupiers' Rate. |
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| a) Expenses of Administration under this Act. |) |) |
| b) Works of maintenance under the said Act. |) | 4.38p |
| c) Improvement of existing works under the said Act. |) |) |
| d) New works under the said Act. |) |) |
| e) Precept of the Environment Agency under the said Act. |) | 4.38p |

MAINTENANCE WORKS

The Engineering Assistant had circulated a report to Members prior to the meeting and provided maps of the Boards maintenance works for reference at the meeting.

The Engineering Assistant highlighted a number of areas covered in the report and the progress being made.

York University

The Engineering Assistant gave a report on the site visit on 17th January. This had addressed a number of initial questions raised by Members however some still remained and further issues have been raised. A plan was circulated at the meeting showing how the flows were distributed.

The Chairman suggested that Members concerns should be established perhaps by having a meeting with the Engineering Assistant to establish these issues which then can be raised with the university or resolved in a further site visit.

Mr R D Percy raised the problem of the transfer of sewage from the new university and how only one pumping rising main had been installed rather than two as originally proposed which is putting the system at risk. This along with the sewage balancing tanks sometimes appearing to bubble over.

The Engineering Assistant suggested that if anyone experienced or noticed any problems with the sewage system they should notify Yorkshire Water with a formal complaint and an incident number should be recorded to be sure the complaint is logged.

PUMPING STATIONS

Coal Authority Pumping Stations

The Engineering Assistant reported he was having a meeting regarding these stations on 5th February. At this meeting he was hoping in principle to be able to progress by putting in place a capital funded planned replacement/repair maintenance programme. It was reported that the three auto weed screens replaced/refurbished were working well and the Board purchasing the 9 tonne excavator would also be a useful backup solution should screen failure occur in future storm events.

Kelfield Ings Pumping Station

The Engineer Assistant reported that an order had now been placed to fabricate the steelwork for the pumping station.

Hagthorpe Pumping Station

The progress was as reported in the Engineers Report.

Elvington Pumping Station Telemetry

The Clerk reported that the Board was having difficulty getting Contractor Controlstar to commit to a programme to install the telemetry. In view of this the Clerk had not yet raised an order for the work. The problem occurring with the introduction of new technology and were now having a full order book to have it installed. Controlstar seeking to recruit more installation engineers.

HEALTH & SAFETY

The Clerk advised that there have been no reportable incidents to the Health and Safety Executive (RIDDOR) since the last meeting. It was also noted that the requirements for the reported incidents to the Health and Safety Executive was changing slightly in the near future.

The Engineering Assistant reported that the Board would be reviewing its generic risk assessments and the risk assessment process with the workforce in the near future.

BYELAW UPDATE

The Clerk reported that the Board's Byelaw update had been advertised in both the York Press and the Illustrated London News. The end of the consultation period was due shortly and the Clerk was not aware of any objections being raised. It was therefore hoped that the Secretary of State should be confirming the Boards updated Byelaws in the near future.

PLANS

The Clerk referred to the list of Planning Applications commented upon since the last Meeting of the Board, which had been circulated to all Members with the Agenda.

Olympic Mills Barlby

The Clerk reported that the first phase of the development of the site was proposing building a pumping station to directly pump surface water flows to the River Ouse from the area to the South of the railway.

The Clerk referring to a report which was made available at the meeting and also on the Planning Portal internet through Selby District Council. The report showing outline proposals to build a pumping station along with the rising main arrangements for its discharge to the tidal Ouse. The report considers the route of rising main so that it does not compromise the tidal defence on the River Ouse which protects the site. The report informs that the surface water drainage on the North side of the railway drains to the sewage works which it will continue to do.

The Board has previously objected to this development because of the implication to its drainage system and the impact on Newlands Pumping station. As the current proposal intends to pump the flows directly to the River Ouse, the Board has no reason to sustain its objection to the development as originally raised. In view of this it has withdrawn its objection on the basis of the current proposals. This however also requiring more specific details of the proposals when more detailed designs are progressed.

Cllr B Marshall is concerned about the development of this site and its risk of flooding as the land is very low and very much enclosed by various embankments such as the flood defences.

(SEE APPENDIX TO MINUTES)

CONSENTS

The Clerk referred to the list of Consent Applications commented upon since the last Meeting of the Board, which had been circulated to all Members with the Agenda.

(SEE APPENDIX TO MINUTES)

BANK STATEMENTS

The Clerk produced the Bank Statements for the Board's Current Account and Business Premium Account showing an aggregate credit balance of £680,666.23 with Barclays Bank as at 17th January 2014. The Yorkshire Bank account has an additional credit balance of £260,728.35, giving a total balance overall of £941,394.58. The Clerk noted that these funds overall include the UK Coal and Coal Authority balances and deposits for the ongoing and rechargeable works, which are £58,386.50.

The Yorkshire Bank funds interest paid on the 95 day notice account has reduced. The Board has therefore transferred £80,000 to a fixed deposit for twelve months giving a gross rate per annum of 1.20% from 31st January. It is intended to then make further 12 month deposits with Yorkshire Bank at staged intervals to stagger the Boards investments and the availability of funds.

The Clerk further reported he was to attend a meeting with Selby IDB and Selby District Council regarding short term deposits of funds with North Yorkshire CC investors. The meeting to be held on 13th February 2014.

The Boards current investment plan highlighted by the Clerk was proposed for approval by Mr B Marshall and seconded by Cllr J Deans and UNANIMOUSLY AGREED.

CORRESPONDENCE

ADA Incorporation

The Clerk informed Members that the Association of Drainage Boards is progressing to becoming incorporated as previously reported. In view of this change the structure of the Northern Branch of ADA and its representatives was changing. ADA Northern Branch are therefore seeking Nominations for the post of Northern Branch Director who would represent our Region on the national committee of ADA. If any Members are interested then the Clerk can provide the contact details

The Clerk advised Members that beyond the above report there had been no correspondence of significance received since the date of the last Meeting.

(SEE APPENDIX TO MINUTES)

DATE OF NEXT MEETING

It was directed that the date of the next Meeting of the Board is to be at **The Escrick & Deighton Club** on **17th June 2014**.

FUTURE MEETINGS

Tuesday 21st October 2014

ANY OTHER BUSINESS

Rates

The Clerk reported that up to the 21st January 2014 the following rates had been collected:

- (a) Special Levy - £397,305.63 (100.0 %)
- (b) Direct Levy - £ 83,001.95 (99.8%)
£480,307.58

The Clerk further reported that there were a few outstanding rate accounts however they were all of a low value. A few accounts were in credit where overpayments have been made. Any outstanding rates will be pursued for payment and any remaining sums or credits at year-end will be included in next year's rate demands. A list of outstanding rate accounts and credits were shown to the Chairman of the meeting.

Adoption of a Ditch near Woodlands View Barlby

The Clerk circulated a map of the area at the meeting regarding a ditch at Woodlands View. The Board have received a letter from the Barlby and Osgodby Parish Council for consideration of adoption a reach of this ditch. The map circulated showing the ditch coloured in blue for the area to be considered for adoption and the Barlby Hill Drain (003) which is currently maintained coloured in red. The drain being considered for adoption draining the conservation site which is known as the Barlby Woodland and Meadow. The drain further providing land drainage to the properties in an area around Woodlands View next to the conservation site.

Members discussed the matter in detail. It was concluded that the ditch may need some maintenance work to put it into good condition prior to adoption. The Engineering Assistant providing estimated times for conducting maintenance activities on the ditch.

The Clerk asked Members if they had enough time to consider the matter in enough detail or if they would wish to further the consider the matter at the next meeting.

It was proposed by the Chairman and seconded by Cllr Mrs K McSherry and UNANIMOUSLY AGREED that the Board should adopt the ditch as coloured blue on the map. This being after the ditch has had any required maintenance work carried out to bring it to the Boards required condition prior to its adoption. The Engineering Assistant will arrange with the Parish Council to progress the adoption of the ditch for maintenance by the Board on this basis.

The Clerk had written to Members of a Water Summit to be held at Sand Hutton at FERA on 11th February. The Speakers to include Minister Dan Rogerson and representatives from the EA, CLA, Environment Agency and others. The Clerk informed the meeting was being organised by Mr C Mills who is the Vice Chairman of Ainsty (2008) IDB who are also part of the York Consortium of Drainage Boards. The meeting should be a good opportunity to discuss matters following the recent tidal and rainfall events.

(APPENDICES TO FOLLOW)