

MINUTES of Meeting held on Tuesday 17<sup>th</sup> October 2017 at the Village Club, Escrick, York

PRESENT

Cllr J Deans (In the Chair)  
Mr A Dear  
Mr K W Terry  
Mr W A Jacques  
Mr J R Bramley  
Mr B Smith  
Mr I Ellwood  
Cllr B Marshall  
Cllr Mrs K McSherry  
Cllr J Cattanach  
Mr A Vevers

The Clerk – Mr W Symons  
Engineering Assistant – Mr N Culpan

APOLOGIES FOR ABSENCE

Apologies for absence were received from Mr R E Britton, Mr J Hopwood, Mr J Daniel, Cllr K Ellis and Cllr R W Bramley.

CHAIRMAN

The Clerk asked Members if they would like to Nominate a Chairman for the meeting as neither the Chairman nor Vice Chairman was able to attend.

Cllr B Marshall nominated Cllr J Deans which was seconded by Cllr Mrs K McSherry and UNANIMOUSLY AGREED by the Board.

DECLARATION OF INTEREST

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

The Clerk further informed Members that the Register of Members Interests was available at the meeting for inspection and update as required.

MINUTES OF MEETING

It was proposed by Mr W A Jacques, seconded by Cllr Mrs K McSherry and UNANIMOUSLY AGREED that the Minutes of the Meeting held on the 13<sup>th</sup> June 2017, 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

The Clerk confirmed that the Board had responded to the application for realignment and additional houses at Turnhead Farm, Barley Fields which was asked at the last meeting by Cllr B Marshall.

FINANCE SUB-  
COMMITTEE  
MINUTES  
3<sup>RD</sup> OCTOBER 2017

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

The Chairman presented the Minutes of the Meeting of the Sub-Committee held on the 3<sup>rd</sup> October 2017, a copy of which with all relevant attachments had been sent to all Members with the agenda.

The Chairman ran through and summarised the items included in the Minutes of the Meeting along with a Minute of a private and confidential item.

**Business Risk Assessment**

Mr A Vevers asked if any Members could be at risk through any failing of the IDB.

The Clerk informing that ADA had published a document on this matter. However any liability would relate to the circumstances of the situation.

Cllr J Cattnach proposed acceptance and approval of the recommendations contained within the Finance Sub-Committee Minutes along with the Minute of the private and confidential item.

The proposal was seconded by Cllr Mrs K McSherry and **UNANIMOUSLY AGREED** by the Board.

RATES

The Clerk reported that up to the 17<sup>th</sup> October 2017 the following rates had been collected:

(a) Special Levy -	£200,004.95	(50.0%)
(b) Direct Levy -	<u>£ 81,183.96</u>	(98.0%)
	<u>£281,189.91</u>	

The Clerk advised the Board that final reminders have been issued and legal proceedings will be progressed shortly in accordance with the Boards policy.

The Clerk provided a list of outstanding accounts to the Chairman at the meeting. The Board having raised £10,947.82 since the date of the last meeting.

MAINTENANCE  
REPORT

The Engineering Assistant reported on the work which had been carried out since the date of the last meeting. This was included in a Maintenance Report circulated with the Agenda. The Engineering Assistant providing maps on display at the meeting to show the work carried out.

The Clerk informed the Board that the Environment Agency is developing a five year plan. It being noted this includes the Germany Beck Fulford Community. The Clerk will keep up to date to establish what progress is being made.

Mr A Vevers asked about the pumping arrangements put in place in the floods in Fulford on the Tunnel Drain.

The Engineering Assistant reporting it was uncertain what arrangements were specifically put in place and the relief it provided to the system.

Cllr B Marshall noted his concerns about the Barley Fields Development at Turnhead Farm and the risk of flooding of the properties if the River Ouse overtops.

Mr K W Terry asked about two areas of slippage at Froghall Cottage near Hagg Lane and the A63.

The Engineering Assistant noted that North Yorkshire have resurfaced the road but may seek to culvert the ditch which would not require the Board piling it. If this is not progressed the Board will be likely to carry the work out.

## STAFF

### Consortium Staff

The Clerk reported he had taken a GIS (mapping) Technician on for three months (through a recruitment agency) to catch up with a backlog of GIS mapping requirements. The initial work mostly relating to electronic field mapping to match rate demands. The Consortium Boards also having further GIS requirements.

### Workforce Staff Handbook

The Clerk reported he had produced and issued a staff handbook (reference to which is made in the Boards Contract of Employment). A copy of the staff handbook being made available at the meeting.

## UPLAND WATER CONTRIBUTIONS FROM THE ENVIRONMENT AGENCY

The Clerk advised that claims had been made to the Environment Agency for 2016/17 upland water ditch maintenance works. This was made on the basis of the sum of £2,818.49. An overall payment has been made of £2,508.46 which is a percentage of 89.0% of the Boards claim. This being the same percentage paid in the year prior at 89% in the sum of £3,702.55.

## HEALTH AND SAFETY

The Clerk advised that there had been no reportable incidents (RIDDOR) to the Health and Safety Executive.

The Clerk had further circulated with the Agenda details released from the Health and Safety Executive of recent fatal accidents which had occurred in farming. This being of interest to the Members as much of the Boards maintenance work is tied into and associated with the agricultural community. The incidents occurring sometimes could be common to the work of the Board such as accidents utilising farming equipment.

## ADA LONDON CONFERENCE

The Clerk informed the Board that he was making travel arrangements and booking for Members wishing to attend the London ADA Conference on Wednesday 16<sup>th</sup> November 2017. A copy of the meeting information was circulated with the meeting agenda.

The Clerk informed the Board he will be attending on behalf of the York Consortium.

## CORRESPONDENCE

The Clerk advised Members that there had been no correspondence of significance received since the date of the last meeting.

## 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.

The report on the planning responses were received by the Board Members and noted.

### **(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 in Barclays of £901,962.00 as at the 6<sup>th</sup> October 2017.

The Yorkshire Bank account has an additional credit balance of £85,908.03 in a twelve month deposit account which is achieving 1.2% gross per annum.

The Nationwide Building Society account has an additional credit balance of £87,432.11 in a ninety five day notice account deposit account which is achieving 0.5% gross per annum.

The total balance of the Boards funds held in these accounts is £1,075,302.14.

The Clerk noted that these funds include the UK Coal and Coal Authority balances and deposits for the on-going and rechargeable works, which are £58,886.50.

## NEXT MEETING

It was directed that the date of the next Meeting of the Board is to be at the Escrick & Deighton Club on Tuesday 30<sup>th</sup> January 2018 which will be the Annual General Meeting.

FUTURE MEETINGS

Tuesday 19<sup>th</sup> June 2018  
Tuesday 16<sup>th</sup> October 2018

ANY OTHER  
BUSINESS

**Precept**

The Clerk advised the Board that the precept has been confirmed by the Environment Agency in its letter dated 10<sup>th</sup> February 2017 at £92,369.00 for financial year 2017/18. This keeps the precept at the same level as financial year 2016/17.

**Freedom of Information Requests**

The Clerk noted that the Board had received a number of freedom of information requests which the Clerk had provided responses.

The Clerk thanked Cllr J Deans for Chairing the meeting.

There was no other business and therefore the meeting was closed at 10.52am.

**(APPENDICES TO FOLLOW)**