

MINUTES of Meeting held on Wednesday 18<sup>th</sup>  
November 2019 at St Andrews Parish Church, Church Lane,  
Bishopthorpe, York

PRESENT

Mr S E Jackson (Chairman)  
Mr M Haigh  
Mr C E Mills  
Mr A P Sykes  
Mr R F Hildreth  
Mr S Barnes  
Mr J Sanderson  
Mr J B Blaker  
Mr A Percy  
Mr J Bramley  
Mr C Clayton  
Mr G H Smith  
Cllr J Galvin  
Cllr D Carr  
Cllr A Myatt

The Clerk – Mr W Symons

Engineering Assistant – Mr N Culpan

APOLOGIES FOR  
ABSENCE

Apologies for absence were received from Cllr D  
Mackay and Mr G H Smith

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 LAST  
MEETING

Mr A P Sykes proposed that the Minutes of the  
Meeting held on the 16<sup>th</sup> September 2019, 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.

Mr J B Blaker seconded this proposal which was  
UNANIMOUSLY RESOLVED by the Board.

MATTERS ARISING

There were no further matters arising from the  
Minutes, which are not covered in the Agenda.

## RATES

The Clerk reported that the rates collected up to the 13<sup>th</sup> November 2019 are as follows:

- (a) Special Levy - £275,455.57 (89%)
- (b) Direct Levy - £ 62,336.60 (98.98)  
£337,792.17

The Clerk also advised that the rates collected since the date of the last meeting was the sum of £2,362.11. Leeds City Council and York City Council have also paid the second instalment of the Special Levy.

The Clerk reported that final reminders which inform about Pre-action Protocol Letter and forms for completion had been sent out. This being part of the required process prior to advancing any court action. The process being started earlier so as to not delay final rate demand payment. A list of outstanding rate accounts was shown to the Chairman at the meeting.

The Clerk reported a few small rate amounts were outstanding and some overpayments have been made.

## WORKFORCE

The Clerk noted that the Board has now progressed the purchase of the two excavators. In this the Board now considers it appropriate to further review the rates of pay for its workforce for the changing responsibilities.

The Chairman informed that this was a matter that needed careful consideration and suggested that a sub-committee was required to review the information and to then make a recommendation to the next meeting of the Board for consideration and inclusion in the Boards maintenance budget estimates.

The Chairman, Mr AP Sykes and Mr M Haigh offered to attend a meeting at the Boards office to make a recommendation for consideration

Members Unanimously being in agreement to this approach

## MAINTENANCE WORKS

The Engineering Assistant had circulated a report with the Agenda and also displayed maps at the meeting of the work carried out.

### Damage to Deighton Dyke Wetherby

The Engineering Assistant explained the issues which were highlighted in his report on maintenance work. The watercourse being damaged through the works carried out as described in the report.

The Engineering Assistant suggesting that the Board ceases any maintenance on the watercourse until it is repaired as upstream it will only have implications to the current landowner.

Members agreed that the Board should write to the landowner / visit to see if the issue can be addressed and what action can be taken before escalating the matter any further.

## HEALTH AND SAFETY

The Clerk confirmed no reportable incidents had occurred since the last meeting which would require reporting to the Health and Safety Executive (RIDDOR).

The Engineering Assistant highlighted recent training for the Boards workforce

## BYELAW REVIEW POLICY DEVELOPMENT

The Clerk reported that the work stream of the ADA Policy and Finance Committee had progressed work on possible changes to IDB Byelaws to the 'Model Document' which is used for the formulation of IDB Byelaws. The information being submitted to Defra just before the start of Purda and the election period. The Clerk heading up the workstream for the committee. The opportunity had occurred following an Agency / Defra PAG (Project Appraisal Group Meeting) held in Lincolnshire.

### Unconsented Culvert Works

Members agreed that the Board should investigate a proposal to consider engaging a Consultant to review the implications of the work which had been carried out.

## CORRESPONDENCE

The Clerk noted he had attended the London ADA Conference on Wednesday 13<sup>th</sup> November 2019 to represent the Board. Along with attending on behalf of the York Consortium Boards.

### ADA Northern Branch Meeting – 5<sup>th</sup> March at Howden

The Clerk informed this meeting was being organised as a think tank. This proposed to seek two representatives from each Board in the Northern Branch Area. The aim is to discuss a coordinated approach to IDB matters important in the Northern Branch Area. To confirm, prioritise and progress relevant local problems relevant to IDBs.

Mr C E Mills had concerns about the local lack of maintenance dredging on 'Main River' watercourses the topic being discussed by Members. He further noted the flood bank repairs required at Nun Appleton with vermin and erosion damage.

### **ADA Northern Branch Summer Conference**

The Clerk informed a Summer Conference and trip is also planned on Friday 5<sup>th</sup> June 2020. This includes a visit to the Vale of Pickering to view the 'Slowing the Flow' Natural Flood Management Project.

### **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 Clerk further noted that he now held digital copies of the Boards Planning and Consent applications and responses which he can be made available on a laptop at the meeting for Members to view rather than bringing the paper copies.

**(SEE APPENDIX TO MINUTES)**

### **CONSENTS**

The Clerk reported that no consents were responded to since the date of the last meeting;

**(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 £722,539.43 with Barclays Bank as at the 1<sup>st</sup> November 2019.

The Yorkshire Bank account has an additional credit balance of £150,000.00. The Board placing funds into a twelve month deposit account which is achieving 1.75% gross per annum.

The Nationwide Building Society account has an additional credit balance of £73,281.91. The Board placing funds into a 95 day saver which is achieving 1.05% gross per annum.

The total balance of the Boards funds held in these accounts is £945,821.34 .

The Clerk reported that Barclays Bank continue charging for its services to the Board.

### **ACCOUNTS FOR CONFIRMATION**

The Clerk referred to the list of accounts paid since the date of the last Meeting which has been circulated to all Members with the Agenda.

It was RESOLVED that payment of these accounts be confirmed.

**(SEE APPENDIX TO MINUTES)**

**DATE OF NEXT MEETING**

It was directed that the Annual General Meeting of the Board is due to be held at held at St Andrews Parish Church, Church Lane, Bishopthorpe, York on **Monday 20<sup>th</sup> January 2020 at 6.30pm.**

**FUTURE MEETINGS**

Possible future dates for meetings:

Monday 16<sup>th</sup> March 2020

Monday 15<sup>th</sup> June 2020

Monday 14<sup>th</sup> September 2020

Monday 16<sup>th</sup> November 2020

**ANY OTHER BUSINESS**

Mr S Barnes noted from the maps that the level of maintenance work in the Marston Moor District was a concern.

The Engineering Assistant noted that he hoped to show a longer term view of maintenance carried out, this current year having been influenced by land availability.

The Clerk considered it might be possible to improve on providing maintenance maps for Members in the future.

**Closure of Meeting**

There was no other business and the meeting was closed.

**(APPENDICES TO FOLLOW)**