

MINUTES of Meeting held on Monday 17th January 2022 via Microsoft Teams Online Meeting due to Global Pandemic.

PRESENT

Mr S E Jackson (In the Chair)
Mr A P Sykes
Mr R F Hildreth
Mr J Sanderson
Mr J B Blacker
Mr A Percy
Mr C Clayton
Mrs S Wiseman
Cllr J Galvin
Cllr D Carr
Mr S Wragg
Cllr A Myatt

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

APOLOGIES FOR ABSENCE

Apologies for absence were received from Mr C E Mills, Mr S Barnes, Mr P Bramley, Cllr N Waller and Cllr D Mackay.

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 for inspection and update as required.

MEMBERSHIP

The Clerk asked Members if Mrs S Wiseman could join the Board as an ‘Elected Member’ to fill a current vacancy.

Members were UNANIMOUSLY in agreement.

Mrs S Wiseman introducing herself, her family having land in Copmanthorpe and that she was a long-term Council Nominated Member of the Foss (2008) IDB.

Members asked if the Board’s Engineering Assistant could arrange to take her on a tour of the Drainage District to familiarise her.

MINUTES OF LAST MEETING

It was proposed by Cllr J Galvin, seconded by Mr C Clayton and **RESOLVED** that Minutes of the Meeting held on 15th November 2021, a copy of which had been sent to all Members, be taken as read and approved The Minutes therefore can be forthwith signed by the Chairman as a correct record.

MATTERS ARISING

There were no matters arising from the Minutes which were not covered under the agenda items.

HEALTH AND SAFETY

The Clerk advised that there have been no reportable incidents to the Health and Safety Executive since the last meeting (RIDDOR).

RATES

The Clerk reported the total rates collected up to the 7th January 2022 are as follows:

Special Levy	£320,850.50 (100%)
Direct Levy	<u>£ 64,045.03 (96%)</u>
	<u>£384,895.53</u>

The Clerk further reported that there were a few outstanding rate accounts mostly of a low value. A few accounts were in credit where overpayments have been made.

The Clerk showing a list to the Chairman of accounts which are outstanding.

The Clerk confirmed that 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.

LAND TRANSFER TO SPECIAL LEVY & WRITE OFF

The Clerk noted no land for transfer to Special Levy had been identified this year.

STAFF

Additional Technical Support

The Clerk informed that the Board still required the additional technical support position as a shared Consortium resource which had currently not been filled. The funding of this position is included in the budgets presented as a shared consortium cost. The post however is very much office based so with the current virus pandemic has not been filled. The Clerk believing it would not be easy to manage and organise someone working from home during the current virus pandemic. It however is hoped with funding allocated to be able to interview and make an appointment when the situation improves.

CONSORTIUM
ARRANGEMENTS

Planning Officer Maternity Cover

The Clerk informed that the Board was providing maternity cover for its Planning Officer with a potential return in May 2022.

The Clerk confirmed the next meeting of the Consortium Management Committee will be held on Tuesday 8th February 2021 at 2pm as a virtual Meeting on Microsoft 'Teams.' This is prior to the next meeting of the Board which gives an opportunity to address any matters which could be raised at the meeting prior to the start of the next financial year.

Boards Nominated Members

The Clerk asked the Board who it wished to nominate as its two Members to attend the meeting. Previously this has been the Chairman and Vice Chairman, so the Board is represented by two.

Members UNANIMOUSLY AGREEING to sustain the above arrangements to retain its two nominated Members for the Consortium Management Committee. The Members being given Authority to act on behalf of the Board at the Consortium Management Committee Meeting.

MAINTENANCE
POLICY

The Maintenance Policy is based on the Board retaining its existing flail mower and tractor for light duties. To then continue contracting out flailing across the Boards district. The Boards workforce of three will focus on channel works with its two excavators along with the other usual manual maintenance activities. The Boards budget estimates and plant renewal being developed on this basis.

Flailing Contractors Machine Reach

Mr C Clayton complained that the contracted in service was missing a run of flailing on the other side of the watercourse which he believed was not tidy and he was having to finish it off.

The Engineering Assistant explained this was likely because of the reach of the machine and would require it accessing from the other side. This could be included if needed.

Mr C Clayton informed he was happy to continue finishing it off.

PLANT RENEWAL

Plant Renewal Sheet

The Clerk has circulated a suggested plant renewal and replacement sheet up to 2028/29 with the Agenda. The shaded portion highlighting financial year 2022/23. This being based on the Maintenance Policy.

2021/22 Purchases, Part Exchanges and Sales

The Clerk confirmed the Board had purchased a Gator ATV to replace the existing and an Ifor Williams trailer. An overall cost of £14,440 being estimated following the exchange or sale of the equipment being replaced.

2022/23 Purchases, Part Exchanges and Sales

The Clerk informed the Board wished to replace the 2016/17 Nissan Pick Up and to replace a further trailer. The overall cost after part exchange or sale of the existing equipment is £27,300. It however was noted that delays in manufacturing and supply was likely to result in a long lead time prior to delivery.

Plant Replacement and Boards Reserves

The Clerk noted the importance of sustaining the Boards workforce productivity with reliable modern equipment. The table showing replacement of the Boards excavators on a five-year basis. The Board also has some equipment which is used occasionally and clearly getting older, however it is maintained and repaired as required. This including a Volvo backhoe excavator and tractor. The Boards current plant reserve funds are likely to be low at the end of the financial year. As the Board is forecasting a surplus from its estimates at the end of 2021/22 it is intended to increase the plant reserve by this surplus of roughly £40,205 to allocate funding for future purchases and replacements. If inadequate allocations are made and additional funding required it will have to be drawn from the Board's reserves. In reality to fund future years replacement of equipment roughly requires £22,000 or more per year to fund intended replacements. This sum including the costs of replacing the pickup trucks when required.

Members discussed the proposals for plant renewal and replacement and UNANIMOUSLY AGREED to this approach and the funding required.

Fuel Usage and Carbon Emissions

The Clerk believed the Board should be trying to establish its current carbon usage. In updating and replacing its equipment regularly it is hoped that as technology advances it will be incorporated in the newer equipment such as advances in fuel usage efficiency. He is also pressing ADA for measuring/bench marking approaches so a common approach can be taken across IDBs in calculating carbon emission. Potentially in the future Boards public funding may need an input of carbon being emitted and approaches to reduce its emissions as a measure for the funds provided.

BUDGET 2022/23 LAYING OF THE RATE AND SPECIAL LEVY

The Clerk had circulated a budget sheet and notes with the Agenda for the forthcoming financial year. The budget forecasting the out turns for financial year 2021/22 and advising on a potential budget for financial year 2022/23. The option given was based on a rate of 4.29p in the £ with an increase of 2.88% above last years and provided details as to the budget's composition.

The Clerk noted that RPI at the current time is about 2% to 3% with the uncertainty of the supply of equipment and materials along with increasing energy costs and Coronavirus could go up further later in the year. This being indicative of rising costs.

Financial Position at the End of 2021/22 Financial Year

The Clerk went through the budget sheet line by line. This estimated a net surplus of approximately £40,205 for the end of 2021/2022 financial year. This being larger than originally estimated because of a number of factors such as increased Upland Water contributions from the Environment Agency.

Budget for 2022/23 Financial Year

If the Board increases its drainage rate to 4.29p for 2022/2023 financial year, the Boards reserves are estimated to be £764,645 at the financial year end. This equating to a decrease in reserves of £70,039 on the basis the Board implements the plant renewal as agreed earlier.

The Clerk noting that if the year 2022/23 is favourable and the estimated expenditure is less the estimated deficit may become smaller. The Board however always has an element of uncertainty in the costs of contracted out maintenance work which has not yet been tendered.

Board Members discussed the matters and estimates in detail along with the position on the Boards reserves and the provision being made for plant replacement.

Members considered and APPROVED the Budget subject to setting the rate.

Setting of the Drainage Rate for 2022/23

The Chairman was in support of an increase in the Boards drainage rates and proposed a rate of 4.29p in the £ an increase of 2.88% for rates and levies.

Mr R F Hildreth seconding the proposal of the Chairman, which was UNANIMOUSLY AGREED.

The proposal of 4.29p in the £ with an increase of 2.88% for the rates and levies was CARRIED and that the proportion of their expenditure to be raised by drainage rates in respect of agricultural land and buildings and by Special Levies on local billing Authorities are 16.86% and 83.14% 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 4.29p in the £ for the period ending on the 31st day of March 2023.

THAT the Drainage Board do hereby make Special Levies assessed as hereunder, that is to say:

A Special Levy chargeable to **HARROGATE BOROUGH COUNCIL** in the sum of £39,500.58, for the period ending on the 31st day of March 2023.

A Special Levy chargeable to **LEEDS CITY COUNCIL** the rate in the sum of £8,075.73 for the period ending on the 31st day of March 2023.

A Special Levy chargeable to **CITY OF YORK COUNCIL** in the sum of £249,154.59, for the period ending on the 31 day of March 2023.

A Special levy to chargeable to **SELBY DISTRICT COUNCIL** in the sum of £33,352.73, for the period ending on the 31 day of March 2023.

AND that the Special Levies shall be payable in two equal instalments on the 1st May 2022 and the 1 November 2022.

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.

PURPOSES under the Land Drainage Act 1991 for which the Rate mentioned is made

AMOUNT of the Rate in the £. for the Occupiers' Rate

- | | |
|---|-------|
| a) Expenses of Administration)
under this Act.) | |
| b) Works of maintenance under)
the said Act.) | 4.29p |
| 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.) | 4.29p |

MAINTENANCE WORKS

The Engineering Assistant had circulated a report with the Agenda which he ran through highlighting the items raised. As the meeting was virtual he was unable to display maps of the work carried out. He further informed that the Board had purchased new mapping software and noted a link to an online map to view the work carried out by the workforce.

Old Fleet Foss (Main River)

The Chairman asked about the lower reaches of the Old Fleet Foss as he had historically been aware of silt build up in the lower reaches.

The Engineering Assistant informed that some was depositing and bank slips had occurred with livestock created problems. In view of this an excavator will need to do some work so liaison with Nun Appleton Estates and the Environment Agency will be required.

The Chairman offering to assist if required.

The Engineering Assistant noted that the trigger level appeared to be higher at the pumping station which he will ask the Environment Agency about.

Carr Drain – Runswick Avenue Area

The Engineering Assistant reported that the worst section of dangerous wall had now been removed and the bank tiered back by the landowner. The silt trap with the activity had filled again. The Board now can turn its attention to the other remaining structures.

BYELAW REVIEW

The Clerk reported that advertising of the Boards revised byelaws has now been completed with no apparent objections. They are now having the Boards seal attached and being sent to Defra to progress and advertise further as required.

ADA NORTHERN BRANCH

ADA Northern Branch Meeting – AGM

The Clerk informed this meeting was held on 5th November at Cave Castle Hotel and an informative meeting was had following lockdown because of the virus restrictions.

Early Summer Meeting

The Clerk informed an early summer meeting is to be held at The Cave Castle Hotel along with a visit on 27th May 2022.

AGM

The Clerk informed this is likely to be on 4th November 2022 but no venue has been decided upon.

CORRESPONDENCE

Red Diesel

The Clerk informed that ADA were seeking legal advice from a solicitor on the continuing usage of red diesel in relation to agricultural benefit along with contact with Defra on the matter. New guidance had been provided from HMRC in November 2021 but this has not helped. In view of this the Board will continue in the way previously agreed.

The Clerk reported there was no further 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 Clerk reported that the York Five Year Flood Risk Investment Plan continues and he attends the meetings when asked.

(SEE APPENDIX TO MINUTES)

CONSENTS

The Clerk referred to the list of Consents granted 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 confirmed that Barclays Bank are now charging for its banking services.

The Clerk produced the Bank Statements for the Boards Current Account showing a credit balance of £620,016.17 with Barclays Bank as at the 24th December 2021.

The Virgin Bank account has an additional credit balance of £153,715.10. The Board placing funds into a twelve month deposit account which is achieving 0.3% gross per annum.

The Nationwide Building Society account has an additional credit balance of £74,134.36. The Board placing funds in a Business 95 day saver account which is achieving 0.4% gross per annum.

The total balance of the Boards funds held in these accounts is £847,865.63.

ACCOUNTS FOR CONFIRMATION

The Clerk referred to the list of accounts paid since the date of the last Meeting which had 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

The Clerk informed that future meetings which either will be virtual or when it is safe returning to normal venue based meetings and likely to be held at Pike Hills Golf Club, York as a new venue.

It was AGREED that the next meeting of the Board will be probably again be a venue based meeting on **Monday 14th March 2022 at 6.30pm.**

FUTURE MEETINGS

The Clerk informed that future meetings when normal venue based meetings are likely to be held at Pike Hills Golf Club, York will be held on:

Monday 20th June 2022

Monday 12th September 2022

Monday 14th November 2022

ANY OTHER
BUSINESS

Closure of Meeting

There was no other business and the meeting was closed at 7.26pm.

(APPENDICÈS TO FOLLOW)