

MINUTES of Meeting held on Monday 14th March 2022 at Pike Hill Golf Club, Tadcaster Road, Askham Bryan, York.

PRESENT

Mr C E Mills (In the Chair)
Mr R F Hildreth
Mr S Barnes
Mr C Clayton
Mr P Bramley
Cllr D Carr
Cllr D Mackay

The Clerk – Mr W Symons
Engineering Assistant – Mr N Culpan
Member of the Public – Mr J Copeland

APOLOGIES FOR ABSENCE

Apologies for absence were received from Mr S E Jackson, Mr A Sykes, Mr J B Blaker, Mrs S Wiseman and Cllr J Galvin.

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.

MEETING NOT QUORATE

The Clerk informed members that with six members in attendance, a quorum of ten members was not present.

Members agreed to continue the meeting and to make recommendations for consideration of approval at the next meeting.

MEMBERSHIP

Sad Loss of Members

Cllr N Waller

The Clerk reported the sad loss of Cllr N Waller a Harrogate Borough Council Nominated Member, an obituary being published in the local press.

Mrs Crowther

The Clerk reported the sad loss of Mrs Crowther a wife of a historical farmer and landowner. Her holding will be sustained by her remaining family.

Mrs Crowther was very proactive in ensuring the Ouse Gill Beck was cleared out and very kind and supportive of the Boards workforce and employees and she will sadly be missed.

MINUTES OF LAST MEETING

It was UNANIMOUSLY AGREED that the Minutes of the Meeting held on 17th January 2022, a copy of which had been sent to all Members, be taken as read and recommended for approval at the next meeting so they can be forthwith signed by the Chairman as a correct record.

MATTERS ARISING

The Clerk informed the Board had received a letter from Defra confirming the Boards updated Byelaws. This following the agreement to implement the changes which are now included in the 'Model' document published by Defra.

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

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).

He confirmed he will also be Meeting with the Boards Health and Safety Advisor to update safety documentation and review compliance requirements.

RATES

The Clerk reported that the total rates collected up to the 11th March 2022 are as follows:

(a) Special Levy	-	£320,850.50	(100%)
(b) Direct Levy	-	<u>£ 64,610.26</u>	(97.0%)
		<u>£385,460.76</u>	

The Clerk gave an overview on court actions and larger sums outstanding. He further 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.

Mr C Clayton joining the meeting at this stage.

MAINTENANCE WORKS

New Mapping Software

The Engineering Assistant had circulated a report to Members with the Agenda along with a web link to electronic maps identifying the maintenance work carried out by the Board. He informed that the Board had taken a licence out in new mapping software. This creates a web address which links to an online map on a view only basis highlighting the work being progressed. The work for last year being highlighted which can be saved for reference in the future.

Maintenance Report

The Engineering Assistant had circulated a report with the Agenda which he ran through highlighting the items raised. He reported that work had been limited as it had not been long since the last meeting.

Mr R Hildreth noted the Small Foss and the landowner was concerned about the work.

The Engineering Assistant noted it was a deep watercourse and a struggle to reach bottom and remove all the vegetation. The fences on this reach need to be reasonably heavy duty to keep cattle out it is not an easy job. To date the working relationship had been good with the farmer but an issue had occurred over serving notice for the work and conflict over the Environmental Scheme the landowner had entered the farm into.

Mr C Clayton noted in Oct/Nov time he has some ditches cleaned out and it creates a difficult situation to manage as material too close can slump back in from material removed from the dyke. Landowners with grass margins tend to have maintenance activities as the margin allows access rather than the other side if margins are not available. The presence of grass margins or not may be contributing to the income of the land so perhaps should not be used in preference.

The Engineering Assistant notes that frequency of carrying work out varies between watercourses if occasional derogation in the scheme can be obtained. If, however a derogation is required every year the approach is questionable. The Board however works with landowners and the arrangements are easier to understand if the Board is aware of the schemes the land is entered into.

Runswick Avenue Culverts and Channel, Carr Drain near Acomb

The Engineering Assistant reported on the unstable structure to the rear garden which had been remedied.

The Clerk informed the Board had been asked about surveys and conditions of the downstream culvert. The culvert from Denby Drive to the A59 could be established with a CCTV survey.

The Board to facilitate this has investigated access to the culvert and found about 7 to 8 manholes. Any camera survey can get caught on manhole sit traps requiring access. However, finding the manholes prior to the survey requires less time on site with the CCTV contractor. The culvert has a length of about 1,200m and the downstream section has been surveyed through the British Sugar site planning application for development. The contracted CCTV camera work costs about £480 a day with the team but silt jetting requires a recycling silt tanker which is a larger extra cost. The manholes lifted already do not have any apparent silt so this extra may not be required.

Mr C Mills believes £480 a day is a reasonable price and we need to see the work progressing.

Mr R F Hildreth believes the Board needs to progress the work also.

The Engineering Assistant asked how much the Board would be prepared to spend but noted the meeting was not quorate and this would have to be within the Clerks delegated authority.

Members noted this but believed the work needed progressing if it was about four to five days work.

The Chairman invited Mr J Copeland to establish his position on the matter.

Mr J Copeland informed he was a resident of Denby Drive and following local concerns about highway drainage and the risk of flooding the role of the culvert was established. In view of this locally concerns are being raised about any potential blockage or collapse of the culvert which is in riparian ownership. He therefore thinks its condition and location and correct function need establishing. He also believes the culvert and the watercourse is considered in any further development.

The Chairman asked if any problems are apparent.

The Engineering Assistant believes the water flows away freely and other than locating the position of the culvert was not aware of any problems.

The Clerk highlighted that the Board had been losing access because of permitted development rights which is a serious issue.

Site Visit for New Members

The Engineering Assistant was organising a trip in the Boards district for new Members and asked if anyone else would wish to attend.

Mr R F Hildreth believed this was a good idea but wished it was available more widely to make Members aware of the assets and watercourses and problems discussed in meetings.

The Clerk informed he has organised a tour of inspection on a bus for other Boards who are Members of the York Consortium but it is always uncertain how many will attend.

The Engineering Assistant asking if anyone else wishes to attend or look at anything in particular could let him know and he can make arrangements.

(SEE APPENDIX TO MINUTES)

PRECEPT

The Clerk advised the Board that the Precept has been confirmed by the Environment Agency in its letter dated 17th February 2022 at £43,272.47 for financial year 2022/23. A recommendation of the Precept required by the Environment Agency being made and accepted by the Regional Flood and Coastal Committee (RFCC). The sum remaining the same as last year.

HIGHLAND WATER CONTRIBUTION

The Clerk informed that at the last Regional Flood and Coastal Committee a decision was made to increase in the Yorkshire Region the overall budget for Highland Water by £150,000. This has resulted in an overall payment of £66,621.59 An increase of £14,114.76 over the sum previously reported.

CONSORTIUM MANAGEMENT COMMITTEE

The Clerk reported that a Consortium Management Committee Meeting was held on 8th February 2022. The meeting was attended by Mr S Jackson (Charman) and Mr A P Sykes (Vice Chairman). A copy of the Consortium Agreement can be made available for Members to view if they wished.

The Clerk running through the items covered at the meeting. This including the potential to consider increasing the number of Boards in the overall Consortium and the administration efficiency in relation to the wider resources should an appropriate opportunity arise. This requires a reasonably sized Board for efficiencies to be achieved.

Committee Members gave the Clerk an open mandate to call a meeting of the Consortium should any appropriate opportunities arise.

The Clerk further highlighted the opportunities across the Consortium for partnership working under Public Sector Cooperation Agreements (PSCA) with our partners which this Board is clearly progressing.

The Chairman and Vice Chairman supporting the increased resource proposals for the Consortium.

STAFF

Pay Award 2022/2023

The Clerk advised the Board that the ADA Lincolnshire Branch pay negotiations for 2022/2023 have concluded and agreed a 2.5% increase on all grades from 1st April 2022. This increase was concluded as part of an ongoing agreement which included a formula for calculating 2022/23's increase.

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.

Workforce Training

The Engineering Assistant informed that training for the workforce was being reviewed and progressed following the lifting of the virus pandemic restrictions.

ADA NORTHERN BRANCH

Early Summer Meeting – EGM

The Clerk informed an early summer meeting (Extraordinary General Meeting) is to be held at the Cave Castle Hotel along with a visit on 27th May 2022. At this meeting the Branch Constitution will be considered and reviewed. This will confirm the number of meetings annually and delaying the Annual General Meeting (AGM) to later in the year.

Annual General Meeting (AGM)

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

ADA Northern Branch Publicity

The Clerk reported that ADA Northern Branch will have a stand at the Driffield Agricultural Show for the two days but will not be having a stand at the Great Yorkshire Show because of the cost and the requirement for four days attendance.

CORRESPONDENCE

Red Diesel

The Clerk reported that a positive letter regarding the usage of red diesel in IDB Maintenance work had been received from ADA dated 2nd March 2022. This was ADAs interpretation of a meeting held with HM Treasury and Defra to receive an updated position on the consideration of IDBs use of red diesel after 1st April 2022. It is anticipated the precise wording will be included within guidance by HM Treasury and HMRC such as within Excise Notice 75, which will be updated on or before 1st April 2022. It being believed that the outcome will be favourable to IDBs continuing to use red diesel in watercourse maintenance work.

Electricity

The Clerk informed about the increasing costs of electricity supplies and concerns about the impact of the Russian invasion on prices. It is potentially possible electricity prices per unit could double. The Boards Moor Lane Pumping Station of three in total is likely to have the largest increase in cost particularly if large amounts of pumping are required.

Potential Diesel Shortages and Increase in Costs

The Clerk noted concerns about diesel rising costs and potential shortages with the uncertainty of the Russian invasion. He proposed to create a strategic store for the three Boards of the York Consortium around York. This would be to hire in a bulk diesel storage tank. It being proposed to be procured by Ouse and Derwent and the cost shared between the three Boards for the extra capacity. Potentially the costs would be £300 monthly for each of the three Boards. The Clerk informed the tank would be bunded and the content insured and asked for Members views on this proposal.

The Chairman was concerned about theft.

Mr C Clayton considered it was like storing liquid gold.

Members believed the existing storage available was adequate and the market was likely to settle down and potentially another 2,000 to 2,500 litres would be more appropriate than participating in hiring larger shared tanks.

Mr R F Hildreth suggesting perhaps the Board requires ongoing storage related to one month or two months storage.

The Chairman asked Mr J Copeland to speak and he suggested the Board should talk to ADA about strategic usage of fuel and supplies.

The Clerk confirmed he had this morning spoken to ADA and because of the current concerns were corresponding with Defra.

The Engineering Assistant reported the lead time for delivery of new tanks was long and could be after any crisis. In addition, some form of fuel regulation and control was required.

Members AGREED that they were satisfied with the existing arrangements and did not want to participate in hiring larger storage tanks.

Keeping Our Rivers Flowing Meeting – 12th May 2022

The Clerk informed the second meeting of this group following the first ‘virtual meeting’ is being organised. This will be held at Stoneleigh Park, Warwickshire at the show ground close to ADA’s office. Tickets are available online and he will be attending on behalf of the York Consortium Member Boards. The meeting including representatives from CLA, NFU, ADA, EA and others.

CIWEM Flood and Coast Seminar, Leeds – 4th May 2022

The Clerk informed that a Regional Conference for flood and coastal professionals to attend in Leeds on 4th May 2022. It is being organised by the Institute of Civil Engineers (ICE) and Chartered Institute of Water and Environmental Management (CIWEM). The Clerk intending to attend on behalf of York Consortium Boards and ADA.

Potential Demonstration in 2023

The Clerk informed that a potential ADA National land drainage machinery and equipment demonstration is being considered in 2023 which potentially may be held in partnership with Dyson Farms.

National Conference November 2022

The Clerk informed that at this stage it was unclear on the arrangements for an ADA National Conference but currently it was not being organised in London.

Environment Agency Flood and Coastal Conference 2022

The Clerk reported that the Environment Agency Conference will be held from 7th to 10th June in Telford. The Clerk will be attending on the last day to represent the Boards who are Members of the York Consortium of Drainage Boards.

The Clerk reported that no further significant correspondence had been received by the Board since the date of the last meeting.

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 reporting that all this information was now digitised and a copy can be provided to Members if requested.

(SEE APPENDIX TO MINUTES)

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.

PLANS

CONSENTS

The Clerk reporting that all this information was now digitised and a copy can be provided to members if requested.

(SEE APPENDIX TO MINUTES)

BANK STATEMENTS

The Clerk produced the Bank Statements for the Board's Current Account with a credit balance of £663,441.11 with Barclays Bank as at the 4th March 2022.

The Virgin Bank Account Term Deposit 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 £74,190.83. The Board placing funds in a 95-day business saver account which is achieving 0.55% increased from 0.4% gross per annum.

The total balance of the Boards funds held in these accounts is £891,347.04 (the sum excludes highland water contribution payment).

The Clerk confirmed that Barclays Bank are charging for its banking services.

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 to RECOMMEND to the main Board that payment of these accounts be confirmed.

The Clerk further informed that the rent has been increased on Sunnybank Cottage.

(SEE APPENDIX TO MINUTES)

DATE OF NEXT MEETING

It was directed that the next Meeting of the Board is due to be held at **Pike Hill Golf Club, Tadcaster Road, Askham Bryan, York, YO23 3UW** on **Monday 20th June 2022** commencing at **6.30pm**.

FUTURE MEETINGS

Monday 12th September 2022
Monday 14th November 2022

ANY OTHER BUSINESS

Cllr D Mackay noted problems with progressing the Capital Scheme in Tadcaster with the Environment Agency.

The Clerk thanked Members for attending the meeting which he was pleased was again a venue-based meeting.

CLOSE OF
MEETING

The Chairman closed the meeting at 8.06pm as there was no other business.

(APPENDICES TO FOLLOW)