

MINUTES OF THE KYLE & UPPER OUSE IDB MEETING
HELD ON 21ST NOVEMBER 2016
AT SHIPTON COMMUNITY CENTRE

1. **Present** Messrs R C Shedden (Chairman), P Cowton,
I Galtrey, G Robinson, R Spilman

In attendance Mr N Everard (Clerk of the Board)
2. **Apologies** Apologies were received from Messrs A Boddy

Quorum The Clerk reported that a quorum was not present and it was agreed to proceed with the meeting subject to approval of the Minutes at the next Board Meeting for which a quorum was present.
3. **Chairman/
Vice-Chairman** Following the election of the new Board, Mr R C Shedden was elected Chairman and Mr T Clark Vice-Chairman.
4. **Board Members** The Clerk reported that following the Election, Mr P Bielby had been appointed to the Board and there were two vacancies remaining.
5. **Finance
Committee** The Board appointed the Chairman and Vice-Chairman as members of the Finance Committee.
6. **Apologies** Apologies were received from Mr A Boddy.
7. **Disclosure of
Interest** None
8. **Minutes** The Minutes of the Meeting held on 6th June 2016, were approved and signed.
9. **Maintenance** The Chairman reported on the maintenance works carried out since the last meeting.
10. **Planning
Applications** The Clerk reported that four planning applications had required comment between 4th June 2016 and 18th November 2016 and four consents had been issued.

The Clerk attended a Multi-agency Meeting at Hambleton District Council in respect of Easingwold Town Council's concerns over ongoing drainage issues and new development plans in the Easingwold area.

The Clerk confirmed that requests for drainage information by developers considering a site north of Stillington Road, Easingwold had been forwarded to Consulting Engineers for comment.

11. **Audit**

The Clerk reported on the report issued by Internal Auditor's following their final visit for the year ending 31st March 2016, which referred to the requirement to review the Board's policies and also identified the increased ratepayer arrears. The Clerk confirmed that authorisation had been provided by the Finance Committee to take legal action to seek recovery.

The Clerk reported on the Internal Auditor's suggested that the Board considered a commercial card to avoid requirements to reimburse for expenses. The Board recommended approval to apply for a commercial card with a limit of £500.

The Clerk reported on the External Auditor's report on the Accounts for the year ended 31st March 2016, as follows:-

"On the basis of our review, the Annual Return, in our opinion the information in the Annual Return is in accordance with proper practises and no matters have come to our attention giving cause for concern that relevant legislation and regulatory requirement have not been met.

Other matters not affecting our opinion, which we draw to the attention of the smaller authority. We note that small authority did not comply with Regulation 15 of the Accounts and Audit Regulations 2015, as it failed to make proper provision during the year 2016/17 for the exercise of public rights, since the approval date was after the start of the period for the exercise of public rights. As a result, the small authority must answer no to Section 4 of the Annual Governance Statement for 2016/17 and ensure that it makes proper provision for the exercise of public rights during 2017/18."

12. **Newton/Linton
Clough Doors**

The Clerk reported on a meeting between Consulting Engineers and North Yorkshire County Council Highways Department in respect of the potential impact of the removal of the flaps, or refurbishment of the flap valves and further information was awaited.

13. **Insurance/
Risk Management
Review**

The Clerk reported on the annual review with brokers reviewing the insurance cover. There were no amendments to the Risk Management Review identified subject to the Health & Safety Review.

14. **Website**

The Clerk reported that to ensure that the Board remained compliant, the Finance Committee authorised the upgrade of the existing website and co-operation with the Shire Group of Drainage Boards.

15. **ADA Northern Branch Meeting** The Clerk reported that the next branch meeting was scheduled for scheduled for 26th January 2017 and members wishing to attend should advise the Clerk.
16. **JCB 4CX Replacement** The Clerk reported on the quotation to the replacement of the Backhoe Loader. The quotations and part-exchanges were as follows:

 TC Harrison JCB 4CX £66,000, part-exchange £30,000
 P V Dobson & Sons Terex TLB990 £64,000, part-exchange £25,000
 Russell Group Terex TLB990 £64,300, part-exchange £27,000.

 On the basis that the JCB quotation was the lowest and following consultation with the operator, the Board approved the Finance Committee's decision to order the TC Harrison JCB machine with JCB Finance. The Clerk was instructed to confirm the order.
17. **Health & Safety** The Clerk confirmed that following the Foreman's attendance on a Risk Assessment Course, that he was to review the Risk Assessments as required by the Board's insurers.
18. **Accounts for Payment** Accounts for Payment Schedule numbers 22, 23, 24 were approved in the amounts of £14,605.12, £28,047.61, £58,870.08 respectively.
19. **Next Meeting** The Clerk reported that the next meeting was scheduled for 6th February 2017.

.....Chairman

.....Date

KYLE & UPPER OUSE INTERNAL DRAINAGE BOARD

Accounts for Payment

21st November 2016 – Schedule No. 25

Argrain	Rent	750.00	
	VAT	<u>150.00</u>	900.00
BATA	Fuel	1,977.38	
	Maintenance	63.07	
	VAT	<u>111.46</u>	2,151.91
David Raymond Ltd	Flail Repairs	57.83	
	JCB Repairs	388.48	
	VAT	<u>89.26</u>	535.57
Environment Agency	Precept		£5,396.50
Information Commissioner	Administration		35.00
Joe Turner Ltd	Flail Repairs	489.13	
	VAT	<u>97.82</u>	586.95
O2	Maintenance	61.06	
	VAT	<u>12.21</u>	73.27
P B Curran	Insurance		1,598.40
Shipton Community Centre	Administration		21.70
T G Cutt & Son	Fire Extinguisher Service	49.70	
	VAT	<u>9.94</u>	59.64
M E Willis Ltd	Maintenance	164.04	
	VAT	<u>32.81</u>	196.85
Hunter Gee Holroyd	Administration	1,515.50	
	Disbursements	410.91	
	VAT	<u>343.96</u>	<u>2,270.37</u>
			<u>£13,826.16</u>

KYLE & UPPER OUSE INTERNAL DRAINAGE BOARD

Accounts for Payment

25th January 2017 -- Schedule No. 1

J Atkinson & Son	Maintenance	360.00	
	VAT	<u>72.00</u>	432.00
BATA	Fuel	1,027.11	
	Maintenance	71.39	
	VAT	<u>59.64</u>	1,158.14
David Raymond Ltd	Flail Repairs	206.23	
	JCB Repairs	78.86	
	VAT	<u>57.02</u>	342.11
F & S Edwards	Maintenance	1,146.92	
	VAT	<u>229.38</u>	1,376.30
Joe Turner Ltd	Flail Repairs	66.16	
	VAT	<u>13.23</u>	79.39
P B Curran	Insurance		1,407.25
Ripon Farm Services	Tractor Repairs	1,094.66	
	VAT	<u>218.93</u>	1,313.59
T C Harrison JCB	JCB Repairs	16.09	
	VAT	<u>3.22</u>	19.31
M E Willis Ltd	Maintenance	344.09	
	VAT	<u>68.82</u>	412.91
York Van Centre Ltd	Pickup Service	420.38	
	VAT	<u>84.08</u>	504.46
Yorkshire Internal Audit	Administration		<u>285.00</u>
			<u>£7,330.46</u>