MINUTES OF THE KYLE & UPPER OUSE IDB MEETING HELD ON 4th NOVEMBER 2019 AT SHIPTON COMMUNITY CENTRE

1	<u>Present</u>	Mr R Shedden (Chairman), Mr P Bielby, Mr T Clark, Mr P Cowton, Mr I Galtrey Mr G Robinson, Mr R Spilman
		In attendance Mr N Everard (Clerk of the Board),
2	Apologies	Mr A Boddy
3	Chairman/ Vice Chairman	Following the election of the new Board, Mr R Shedden was elected Chairman and Mr R Spilman was elected Vice Chairman.
4	Board Members	The Clerk reported that there were two vacancies following the election.
5	Finance Committee	The Board appointed the Chairman and Vice Chairman as members of the Finance Committee.
6	Disclosure of Interest	None
7	<u>Minutes</u>	Minutes of the meetings held on 11 th February 2019 and 10 th June 2019 were approved and signed.
8	Maintenance	The Chairman reported on the maintenance works undertaken since the last meeting.
		It was reported that the machine operator was currently on sick leave and due to wet conditions the excavator operator on a Zero hours contractor has not been utilised. There was a general discussion as to the future operational plans for the Board and the Finance Committee are to further consider these for the February Board meeting.
9	Planning Applications/ Consents/	The Clerk reported that 17 planning applications had required comment between 8 th June 2019 and 1 st November 2019 and two consents had been issued.
	<u>Complaints</u>	Solicitors acting on behalf of a rate payer had lodged a formal complaint and the Clerk confirmed that the matter was being dealt with by the Board's legal advisors.

A complaint had also been lodged by a rate payer, however the works have been delayed due to access issues and was currently being pursued by the Chairman.

		Consulting Engineer.
10	<u>Leasemires</u> <u>System</u>	A site meeting was to be arranged in respect of the Leasemires system and an approach via the District Councillor was suggested.
11	<u>ADA</u>	The Clerk confirmed that the National Conference was scheduled for 13 th November 2019 and a report would be issued at the next meeting.
12	Governance	The Clerk reported on the review of the Board's policies and further guidance was awaited from the Association of Drainage Authorities. A Bio Security policy was currently being reviewed.
		The Board approved the Scheme of Delegation and division of responsibilities between Chairman and Clerk.
13	<u>Audit</u>	The Clerk reported that the external unqualified audit report for the year ended 31 st March 2019 had been received.
14	Bank Mandate	The Clerk was authorised to update the bank mandate for the appointment of Mr R Spilman as Vice Chairman.
15	Insurance/ Risk Management Review	The Clerk confirmed that a review had been undertaken with insurance brokers and that there were no amendments to the existing Risk Management policy.
16	Accounts for Payment	Accounts for Payment Schedule numbers 20, 21 and 22 were approved in the amounts of £43,653.26, £22,432.38 and £18,799.75 respectively.
17	Next Meeting	The Clerk reported that the next meeting was scheduled for 10^{th} February 2020 at 4.00 p.m. at Shipton Community Centre.
		Chairman
		Date

Other issues in the District relating to the planting of trees within the maintenance strip and pollution issues had been referred to the