

MINUTES of Meeting held on Monday 4th November 2024 at the Strensall and Towthorpe Village Hall, Northfields, Strensall, York

PRESENT

Mr J P Coverdale (In the Chair)
Mr S Stark
Mr D J E Sherry
Mr M Cockerill
Mr M Kemp
Mr I Ridsdale
Mr R J Burnett
Cllr M Warters
Mr D M Crossley
Cllr T Fisher
Mrs S Wiseman
Mr M Lumley-Holmes
Mr J Dent

The Clerk – Mr W Symons
Field Works Supervisor – Mr G Parker

APOLOGIES FOR ABSENCE

Apologies for absence were received from the Engineering Assistant Mr N Culpan, Mr D R Brotherton, Mr J Sowray, Mr P E Clark, Mr C Chambers and Cllr D Needham.

DECLARATION OF INTEREST

Cllr T Fisher noted he had a potential interest relating to planning application 7918 included in the list circulated with the agenda.

Mr M Lumley-Holmes noted he had a potential interest relating to planning application 8052 included in the list circulated with the agenda.

There were no further declarations of interest related to the items listed on the Agenda.

The Clerk informed Members that the Register of Members Interests was available for inspection and update as required.

MINUTES OF LAST MEETING

It was UNANIMOUSLY AGREED and RESOLVED that the Minutes of the meeting held on 9th September 2024, a copy of which had been sent to all Members, be taken as read and approved and that they are forthwith signed by the Chairman as a correct record.

MATTERS ARISING

The Clerk informed he had placed the Cyber Insurance as agreed at the last meeting for all Boards who are Members of the York Consortium.

The Clerk reported that no further matters were arising from the Minutes of the last meeting which were not covered on the Agenda.

ELECTION RESULT

The Clerk as Returning Officer advised that the new Board had come into place from 1st November. An election had not been required as the number of nominations did not exceed the number of positions on the Board. In view of this all the current Members were re-elected.

The Clerk advised that Members were required to consider nominations and to appoint a Chairman and Vice Chairman for the Board. The positions are usually for a three year tenure.

ELECTION OF CHAIRMAN

The Clerk informed the meeting that Mr J P Coverdale wished to be considered for nomination for the position of Chairman.

It was proposed by Cllr T Fisher, seconded by Mrs S Wiseman and RESOLVED that Mr J P Coverdale be elected as Chairman.

As there were no other nominations Mr J P Coverdale was duly elected as Chairman. The remainder of the meeting was chaired by Mr J P Coverdale.

ELECTION OF VICE CHAIRMAN

Mr S Stark informed the meeting that he wished to be considered for nomination for the position of Vice Chairman with a review after a year.

It was proposed by Mrs S Wiseman, seconded by Mr M Cockerill and RESOLVED that Mr S Stark be elected as Vice Chairman.

As there were no other nominations Mr S Stark was duly elected as Vice Chairman.

HEALTH AND SAFETY

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

RATES

The Clerk reported that the total rates collected up to the 4th November 2024 are as follows:

(a) Special Levy -	£184,163.73	(50%)
(b) Direct Levy -	<u>£ 56,440.22</u>	(97%)
	<u>£240,603.95</u>	

ENGINEER'S REPORT

Special Levy Payment

The Clerk reported the second part of the Special Levy payment is due shortly.

Final Reminders

The Clerk reported that Court Pre-Action Protocol/final reminder letters had been sent to no ratepayers. This includes the Board's information and the relevant forms for debtors to complete in the relevant time periods. The process being progressed so as to not delay final rate demand payments and court action if required. A list of outstanding rate accounts was shown to the Chairman at the meeting.

Court Action

The Clerk will progress court action if required in line with the Board's policy for sums outstanding over £15 following the issue of Pre-Action Protocol letters if no queries or land transfers are outstanding.

The Engineering Assistant had circulated a report with the Agenda of the work carried out for Members consideration.

The Clerk introduced the Field Works Supervisor to his first meeting of the Board and apologised that the Engineering Assistant was unable to attend the meeting. He then ran through the report highlighting the issues covered.

Foss Upstream Storage Project

Mr D M Crossley noted he was slightly concerned about the materials in the bed on the discharge structure and Lilling Lane Drain Outfall photographs.

The Field Works Supervisor informed he will watch these two locations as the photographs may not reflect the work when it is completed.

Westfield Beck Pumping Station

The Field Works Supervisor informed that he now believed the pump had been returned to the station following its refurbishment. It however does not appear to have been reinstalled.

Mr D Crossley asked how vulnerable the Board would be if the station failed and flooding occurred.

Mr M Lumley-Holmes informed he believed the pumping station was historically built on Westfield Beck to force flows back into the River Foss which had previously back flowed into Westfield Beck.

The Clerk informed that the pumping station was neither a 'Main River' asset or a station operated or maintained by the Board. The station he believes is a Yorkshire Water surface water asset. The Board however clear the pumping station's screen under agreement with Yorkshire Water. In regard to any liability, the Board is not in a position to instruct Yorkshire Water Plc how to maintain and run the pumping station as it is not in the Board's control. In relation to any liability this would be related to the circumstances which occurred at the time.

Mr M Cockerill asked if the Board had considered alternative arrangements to have more control.

The Clerk informed that the Board could be faced with the running and refurbishment costs if it was to take greater control. This along with longer term issues of costs to refurbish along with very large electricity standing charges. On top of this the Board would be taking on a greater risk should the station fail. He further noted the Environment Agency possibly could consider taking it over and designating it a 'Main River' asset.

The Chairman asked about the Consortium's ability to run, operate and maintain pumping stations.

The Clerk informed that this was possible but believed it was not easy to provide out of hours cover should problems be encountered at the station.

Mr D Crossley informed that he did not raise the matter for the Board to take the station over but more was to highlight the Board's concerns with the current situation. He was concerned that the pump had been refurbished but not reinstalled.

The Clerk believed the Board would be in a better position to highlight this issue when the City of York Flood Risk Manager is recruited which has recently been advertised.

Cllr T Fisher recognises the problems but believes the responsibility rests with Yorkshire Water. Any other arrangements would need careful consideration and transfer of funding. In relation to the Board, the pumping station is not funded by Drainage Rates and Special Levy payments.

Cllr M Warters believed the Board needs to put Yorkshire Water under pressure to resolve the current situation. In view of this he believed the Board should invite Yorkshire Water in to the Board's office/meeting to discuss the matter.

Members agreeing to this approach and progressing the matter when the City Of York's new Flood Risk Manager is appointed.

Blockage Clearance and Bielby Beck Work

Cllr T Fisher thanked the Board and its workforce for removing the blockage which occurred at Landing Lane's bridge.

Mr I Ridsdale thanked the team on behalf of ratepayers and the public for progressing work on the Bielby Beck. This including liaison with the Environment Agency and developing the work plans for progression both now and in the future.

WORKFORCE

The Clerk informed the Board had recruited its new excavator operator to fill its vacancy and Mr J Shae recently started working for the Board.

DRAINAGE RATING SOFTWARE

Board's Development of Drainage Rating Software

The Clerk informed that the Board was advancing developing its own Drainage Rating Software as previously agreed. This work has progressed to setting up a development server, data migration and reformatting for the new system. The next stage is to advance the database programming.

Development of Commercial Software System

The Clerk noted that the Board has partnered with some other drainage boards to support the development of a potentially Commercial Software System. This being intended to be offered to other Boards to use if they wish to subscribe. To move this project forward, the Board's Clerk has agreed to help part fund the development of a legal agreement and development of the software. The matter was discussed at the meeting with Members who were in support of the Clerk's action. The details of which are not recorded in these minutes as the project is commercial and in confidence. If any further details are required the Clerk can provide them to individual Members.

**STORM RECOVERY
AND ASSET
RENEWAL GRANTS**

Mr I Ridsdale proposed that the Clerk should be given discretion to advance either the Board's development of Drainage Rating Software and/or development of the Commercial Software System and is authorised to fund the work as described as a shared Consortium cost. The software forming the Board's Statutory Records required under the Land Drainage Act 1991.

Cllr T Fisher seconding the proposal of Mr I Ridsdale which was **UNANIMOUSLY AGREED** by the Board.

Tranche 1 Funding Granted

The Clerk reported the funding for Storm Recovery in Tranche 1 has been granted. The Board and Consortium Member Boards have benefitted from the following:

- Foss (2008) IDB Directly:
 - achieved £15k for additional bank repairs and stabilisation funding following storms.
- Consortium Boards:
 - Funding for additional electricity used for pumping;
 - Some pump refurbishment;
 - LIDAR survey of flooded Beverley catchment.

The Clerk reported that 115 applications have been considered nationally. The applications amounted to £32 million, an initial budget was set at £25 million.

Tranche 2 Funding – (No Authorisation until Ministerial Approval Given)

- Consortium Member Boards Applications Made:
 - seeking top up funding for Highland Water contributions;
 - seeking funding for Drainage Rating Software (commercial proposal);
 - More wider Consortium funding (e.g. pump upgrades);
 - Funding for some GIS mapping of field boundaries.

The Clerk reported that a large amount of input was required to make both funding tranches submissions. This along with the resources of the Environment Agency to administer the fund and the award of the work. It however is now uncertain with the new Government if Tranche 2 will be funded. He informed that the value of the Expressions of Interest in the fund overall was approaching £95 million with 275 applications. The fund initially allocated related to £75 million. He was informed that the Tranche 2 funding was quickly signed off by MP Emma Hardy and is now seeking the Secretary of State's approval since 6th August 2024. It is believed a possible announcement was to be made at the Budget so it remains uncertain. The delay however can put pressure on delivery of the projects for this financial year.

ADA NATIONAL

ADA National Conference

The Clerk informed that this year's ADA National Conference is being held on 13th November 2024 at the Institute of Civil Engineers in London. The details of the meeting being circulated with the agenda. The conference will be held with an address by the new Minister, Emma Hardy. Arrangements can be made for Members to attend with early booking having a discount.

The Board agreed to pay the Members conference fee and travel if they wish to attend.

The Clerk informed he was making arrangements currently for the Chairman and himself to attend.

ADA National AGM

The Clerk informed that the ADA National AGM is being organised virtually on 3rd December 2024. The meeting and details will be available closer to the time if anyone wishes to attend these can be provided.

ADA Environment Day

The Clerk informed that ADA are arranging an Environment Day seminar on 5th February 2025 near Peterborough. The meeting and details will be available closer to the time if anyone wishes to attend but will require prior booking.

ADA NORTHERN
BRANCH

CORRESPONDENCE

PLANS

CONSENTS

BANK
STATEMENTS

AGM

The Clerk informed this is being organised on 22nd November 2024 at the Ouse and Humber Drainage Board Offices near Howden.

The Clerk reported there was no correspondence of significance received 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 at the meeting on a laptop computer instead of the paper records.

(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.

The Clerk reporting that all this information was now digitised and a copy can be provided at the meeting on a laptop computer instead of the paper records.

(SEE APPENDIX TO MINUTES)

The Clerk produced the Bank Statements for the Board's Current Account with a credit balance of £338,093.64 with Barclays Bank as at the 25th October 2024.

The Board also having £100,000 in a Barclays Treasury Fixed Term Deposit Account which is achieving 2.79% gross per annum.

The Virgin Bank account has an additional credit balance of £216,084.33. The Board placing funds into a twelve-month deposit account which is achieving 4.5% gross per annum.

The Nationwide Building Society account has an additional credit balance of £68,398.79. The Board placing funds in a 95-day business saver account which is achieving 4.25% gross per annum.

The total balance of the Boards funds held in these accounts is £722,576.76.

The Clerk confirmed that Barclays Bank continue 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.

Cllr T Fisher asked if the Board had any exemptions to the increase in National Insurance costs raised at the Budget.

The Clerk was not aware of any exemptions and anticipated the Board's costs will increase. At this stage the overall cost implications have not yet been estimated but will be provided at the Board's Annual General Meeting in January.

It was proposed by Mrs S Wiseman, seconded by Cllr T Fisher and 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 the Strensall and Towthorpe Village Hall, Northfields, Strensall York on **Monday 6th January 2025** commencing at **1.30pm**.

DATES OF FUTURE
MEETINGS

Monday 3rd March 2025
Monday 2nd June 2025
Monday 8th September 2025
Monday 3rd November 2025

ANY OTHER
BUSINESS

Land Near Earswick Fire Station

Mrs S Wiseman informed of an encampment in a field by the fire station in Earswick. The concern relates to the site appearing not to have any sewage connections or a facility for treatment. The site being possibly advertised for planning as a glamping site with eco toilets.

Members discussed the land and how it was currently occupied but arrangements for sanity facilities and effluent disposal was uncertain.

The Clerk informed that if a planning application has been made then the Board is very likely to be making a response regarding surface water and treated effluent disposal.

The Chairman closed the meeting at 2.30pm as there was no other business.

(APPENDICES TO FOLLOW)