

MINUTES of Meeting held on Monday 9th March 2026 at Pike Hills Golf Club, Tadcaster Road, Askham Bryan, York

PRESENT

Mr S E Jackson (In the Chair)
Mr A P Sykes
Mr C E Mills
Mr R F Hildreth
Mr J Sanderson
Mr A Percy
Mr C Clayton
Mr A Sykes
Mr P Bramley
Mrs S Wiseman
Cllr C Steward
Mr M Henderson
Cllr A Paraskos
Dr H Ferguson

The Clerk – Mr W Symons

Engineering Assistant – Mr N Culpan

APOLOGIES FOR ABSENCE

Apologies for absence were received from Mr J B Blacker and Cllr M Nicholls.

DECLARATION OF INTEREST

There were no 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 MEETING

It was UNANIMOUSLY AGREED and RESOLVED that the Minutes of the Annual General Meeting held on the 26th January 2026, a copy of which had been sent to all Members, be taken as read and approved and that they be forthwith signed by the Chairman as a correct record.

Mr C E Mills noted that not much time had passed since the last meeting of the Board.

The Chairman informed that the spacing of meetings for next year will be given further consideration.

MATTERS ARISING

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

RATES

The Clerk reported that the total rates collected up to the 13th February 2026 are as follows:

(a) Special Levy	-	£387,595.73	(100%)
(b) Direct Levy	-	<u>£ 79,350.17</u>	(97%)
		<u>£466,945.90</u>	

The Clerk having a list of accounts with sums outstanding at the meeting.

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.

RATING MANAGEMENT SOFTWARE ENHANCEMENTS

The Clerk informed that the software designer has been asked to develop two areas of enhancement to the Ratings Management System Software (RMS). The development being a shared cost between three Consortiums. The calculated proportionate cost being further divided between the five Boards who are Members of the York Consortium of Drainage Boards. The two areas of development are:

- Portal activated by QR code on the Board's rate demand or internet access to collect account email address and obtain authorisation to use it for sending drainage rate demands. The portal also having the facility to download the individual drainage rate demand if required.
- Graphical Information Systems GIS (maps) for viewing and managing field boundaries in the system.

Mr R F Hildreth believed the Board should try to highlight and promote the usage of email for serving drainage rate demands. In summary he believes these enhancements are a very good idea.

Mr C Clayton believes it is important to have the invoice easily attached to an email for payment. He personally does not wish to log on to find it.

The Clerk informs at this stage the Board is seeking formal confirmation authorising the email and its usage initially from the account holder. Then for next year the drainage rate demand will be sent to that authorised email address as an attachment. The Board needing formal consent to issue the rate demands rather than by post.

ENGINEER'S REPORT

Mr R F Hildreth asked about data security. The Clerk explaining the measures in place.

The Engineering Assistant had circulated a report with the Agenda of the work carried out for Members consideration. This included an electronic web link to the Board's GIS maps showing the work carried out. He further ran through the items included in the report.

Outward Drain

Mr C Clayton noted that on Outward Drain (South Wharfe) the water level appears to be remaining high.

The Engineering Assistant informed work was due to be carried out shortly in the South Wharfe district so the Board will have a look at it. He further highlighted the range of skills so that the Board was not constrained in work when ground conditions restricted access.

Third Year Flail Tender Review

The Engineering Assistant highlighted that the Board's contractors as per the contract for the third years' work had quoted:

- £0.40 for the Acaster area (Greens Contractors)
- £0.40 for the Appleton Roebuck & Copmanthorpe area (Greens Contractors)
- £0.40 for the Marston Moor area (Greens Contractors)
- £0.40 for the North Wharfe area (Greens Contractors)
- £0.44 for the South Wharfe area (Bowman)
- £0.44 for the Marston Moor area long reach work (Bowman)

This represents an increase of £0.01 per linear metre for each area.

Members noted the current price of fuel and with the uncertain circumstances were unsure if costs would go up or down which could influence the cost of the Board's maintenance works.

Members UNANIMOUSLY AGREED to award the work on this basis rather than tendering the work whilst also having concerns about the Iran War and the potential impact on fuel costs.

Mink Control

The Engineering Assistant explained the work being carried out which the Board is supporting. He further offered training and awareness about the problems being caused by American Mink and how they are currently trying to be controlled as highlighted in the report. In addition, he offered Members either a short seminar on this work or to provide supporting information on the current project if requested.

Machinery Replacement Policy

The Engineering Assistant ran through the Board's policy as in the report on the Board's approach for machinery replacement.

14 Ton Excavator Replacement

The Engineering Assistant provided in the report details and costs of potential replacement machines. He reminded Members at the last meeting that the replacement of this machine was included in the plant replacement schedule as it is five years old.

Mr A P Sykes asking how many hours were recorded on the machine.

The Engineering Assistant reporting this was just under 5,000 hours and the machine is still running satisfactorily without fault.

The Clerk noted that the Board had a discussion about possibly deferring the machines replacement when considering the setting of the drainage rates at the Board's Annual General Meeting (AGM). He further noted the decision to change also relates to the new machine cost and part exchange or sale value of the existing.

The Engineering Assistant informing he believed a private sale of the old machine was likely to get a larger amount than the part exchange amount offered.

Mr C E Mills noted at the AGM it was asked how much warranty cover would be for this machine.

The Engineering Assistant informed it would cost about £3,400 for its sixth year from the supplier. This only being offered because they were happy with the machine having serviced it and being aware of its history.

The Chairman asked the Board if they wished to take the risk as any downtime for repair would likely impact on productivity.

Mr C Clayton asked the Engineering Assistant for the recommended option.

The Engineering Assistant informed this was:

Hyundai HX140AL

Dealership – Taylor and Braithwaite, Appleby, Cumbria

£110,500.00 Unit & Accessories

-£25,000.00 PX

£85,500.00 plus VAT Price to Change

This company were quick to respond to the Board's request and even went to the extent of accommodating a demonstration for all the workforce to attend in order to try out the Hyundai range. The Board will be aware that for the past 5 years both Ainsty and Ouse & Derwent IDB have owned and run 14-ton Hyundai excavators. In this time the two Boards have received good back up service keeping both machines operational.

If ordered, the new machine would be ready to go for the summer period as not a long lead time.

He further noted the Board can consider selling the part exchange unit privately as this is likely to generate a higher sale price.

Recommendation on Authority for 14T Excavator Sale/Purchase

In relation to progressing the decision regarding the excavator, the Engineering Assistant was asked to progress the following:

- Purchase of the replacement 14T excavator as above.
- Sale of the existing 14T excavator to achieve the highest sale price at or above the part exchange value offered by the supplier.

Mr A P Sykes proposed that the Board agree to purchase this new machine and for the sale or part exchange of the old machine. This being based on the information and recommendations made by the Engineering Assistant.

Mr A Sykes seconding the proposal of Mr A P Sykes which was UNANIMOUSLY AGREED by the Board.

Mr C Clayton asked the Engineering Assistant to see if he can try to improve the purchase cost of the new machine if possible.

(SEE APPENDIX TO MINUTES)

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.

HEALTH AND SAFETY POLICY PART 1

The Clerk informed he had circulated with the Agenda Part 1 of the Board's health and safety documentation which had been reviewed by the Board's Health and Safety Advisor, Mr R Shepherd of Protech. This relating to the current organisational arrangements and responsibility for health and safety.

HEALTH AND SAFETY POLICY PART 2

The Clerk informed Part 2 of the policy consisted of the day-to-day requirements for the Board's work. He further informed he had not circulated the document in hard copy with the Agenda because it is more than 100 pages. This document providing policy guidance of the standards required by the Board. This document has been reviewed by the Board's Health and Safety Advisor. A copy of which, if requested, can be provided electronically by email or hard copy.

The Chairman asked for an electronic copy of Part 2 to review which the Clerk will provide.

The Clerk further informed he was seeking the Chairman, when both satisfied with the policy content along with being authorised by the Board, to sign the policy on the Board's behalf. Both documents will then be shared and consulted on with the Board's workforce.

Members UNANIMOUSLY AGREED they did not require a hard copy of the document for the next meeting for consideration and Authorised for the Chairman to sign the document on behalf of the Committee when he was satisfied with the Health and Safety Policy Parts 1 and 2.

Members discussed the position with the Board's Health and Safety Policy and the Board's Contractors and their health and safety policies.

PRECEPT

The Clerk advised that the Environment Agency's letter dated 20th February 2026 confirms the Board's Precept is set at £43,272.47 for financial year 2026/27. The recommendation of the Precept required by the Environment Agency being made and accepted by the Regional Flood and Coastal Committee (RFCC). This paid in two equal instalments on 1st August 2026 and 1st December 2026. He further noted the Engineering Assistant had been attending local choices meetings with the Environment Agency to consider the work some of these funds can be put towards, such as the maintenance of the Old Fleet Foss.

CONSORTIUM MANAGEMENT COMMITTEE MEETING

The Clerk reported that a Consortium Management Committee meeting was held on 10th February 2026. The meeting was attended by Mr S E Jackson and Mr A P Sykes. A copy of the Consortium Agreement is available with the Clerk for Members to view if they wished. The meeting confirmed and agreed the Consortium staffing levels for financial year 2026/27 and the resources to provide the service.

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. It was further noted the potential efficiency which could be achieved by amalgamating Boards who were Members of the York Consortium in particular the three Boards in the York area. The Committee Members asking the Clerk to investigate the proposal further with more detailed information.

Consortium Staffing Arrangements

The Clerk noted it was agreed a shared resource of a Technical Administrator employed by the Foss (2008) Internal Drainage Board was required. He further highlighted the areas of work this position would cover, it being hoped the position can be advertised in the future on Indeed (job recruitment website).

ADA NATIONAL

The Chairman supporting the increased resource proposals for the Consortium.

ADA Environment Day

The Clerk reported that the ADA Environment Day on 4th February 2026 at Park Farm, Thorney, Cambridgeshire was very successful. A similar meeting is likely to be held next year.

ADA National Conference

The Clerk informed that an ADA National Conference is to be held on 17th November 2026 in London. Details and joining instructions can be provided by the Clerk if requested closer to the time.

ADA National AGM

The Clerk informed that the ADA AGM would be a virtual Meeting and held on 1st December 2026.

ADA NORTHERN BRANCH

Summer Meeting/Visit

The Clerk informed a summer meeting/visit is being organised on 5th June 2026 (now 12th June 2026). A location for the event and a topic for the meeting is being considered.

Drifffield Show 2026

The Clerk informed that the ADA Northern Branch will be hiring a stand at the Drifffield Show on 22nd July 2026 to raise ADA's Northern Branch for general IDB awareness.

AGM

The Clerk informed this is likely to be on 20th November 2026. This is likely to be at the Yorkshire and Humber IDB offices over towards Brough.

CORRESPONDENCE

The Clerk reported there was no 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 reporting that all this information was now digitised and a copy can be provided at the meeting on a laptop computer.

Mr R F Hildreth noted an interest in application ref 8753.

(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.

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

(SEE APPENDIX TO MINUTES)

BANK STATEMENTS

The Clerk produced the Bank Statements for the Board's Current Account with a credit balance of £460,679.81 with Barclays Bank as at the 13th February 2026.

The Board also having £200,000 in a Barclays Treasury Fixed Term Deposit Account which is achieving 2.22% gross per annum.

The Virgin Bank account has an additional credit balance of £334,838.56. The Board placing funds into a twelve-month deposit account which is achieving 4.0% gross per annum.

The Nationwide Building Society account has an additional credit balance of £83,831.60. The Board placing funds in a 95-day business saver account which is achieving 3.20% gross per annum.

The total balance of the Board's funds held in these accounts is £1,079,349.97.

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.

It was RECOMMENDED by the Board to RESOLVE that payment of these accounts be confirmed.

(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 15th June 2026** commencing at **6.30pm**.

DATES OF FUTURE MEETINGS

Monday 9th November 2026

ANY OTHER BUSINESS

Sunnybank Cottage

The Clerk reported on the work carried out. The Board's residential house being now registered on the books of Linley and Simpson as managing agents. He further noted that he was seeking to register the property in the Land Registry as it is currently not registered.

14 Ton Excavator Sale

Mr A Sykes asked about the sale of the Board's current 14T excavator.

The Engineering Assistant informed that the Board will be seeking tenders when the machine is no longer required. He would inform all parties who have expressed an interest closer to the time.

The Chairman closed the meeting at 7.40pm as there was no other business.

(APPENDICES TO FOLLOW)