

MINUTES of Meeting held on Monday 8th June 2026
at the Strensall and Towthorpe Village Hall, Northfields,
Strensall, York

PRESENT

Mr J P Coverdale (In the Chair)
Mr D R Brotherton
Mr P E Clark
Mr I Ridsdale
Mr R J Burnett
Mr D M Crossley
Mr C Chambers
Cllr T Fisher
Mr M Lumley-Holmes

The Clerk – Mr W Symons
Engineering Assistant – Mr N Culpan

APOLOGIES FOR
ABSENCE

Apologies for absence were received from Mr S Stark,
Mr J Sowray, Mr M Cockerill, Mr M Kemp, Cllr M Warters,
Mr J Dent, Mr M Henderson and Cllr D Needham (Informed
no longer a Council Member).

DECLARATION OF
INTEREST

Mr D M Crossley informed he had an indirect
association with a family member in Application Ref 8895.

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
MEETING

It was proposed by Mr D M Crossley, seconded by Mr
M Lumley-Holmes and RESOLVED that the Minutes of the
meeting held on the 2nd March 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.

MATTERS ARISING

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

TECHNICAL MANAGER

RATES

MAINTENANCE OPERATIONS AND HEALTH AND SAFETY REPORT

The Clerk informed that Mr N Culpan's job description has changed to the Board's Technical Manager. This reflecting his success, achieving professional qualification and his changed role now also supporting the Beverley and North Holderness Internal Drainage Board.

The Clerk reported that the total rates collected up to the 29th May 2026 are as follows:

(a) Special Levy	-	£201,348.91	(50.0%)
(b) Direct Levy	-	<u>£ 46,100.31</u>	(72.0%)
		<u>£247,449.22</u>	

The Clerk reported that the Board had sent out its rate demands for 1st April. The first direct debit payments have also been drawn and the first rate reminders will be sent out shortly.

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

The Technical Manager had circulated a report with the Agenda for Members consideration. This included an electronic web link to the Board's GIS maps showing the locations of the work carried out. The report further containing details of both the outcome of the flailing tender review and options to purchase a new tipping trailer for consideration.

Third Year Flailing Tender Review

The Technical Manager noted the Board's flailing contracts are in the third year. The contractors have submitted a linear rate for the forthcoming maintenance season which the Board has agreed. This consists of 42p/linear metre for the Foss district and 39p/linear metre for the Wilberfoss district, an increase of 1p/linear metre on the prior year. The Iranian War then started shortly after this agreement, pushing fuel prices up.

The Board's contractor is concerned about how this will change in the forthcoming maintenance season. The Board recognised the agreed rates are likely based on the historical, reasonably stable, cost for fuel before the war. It, however, is uncertain if the conflict will be resolved shortly or continue and if fuel costs will go up or down. At the moment the situation is being monitored. If fuel prices rise rather than reduce, the Board may have to consider reviewing the situation.

The contractors are aware that if they are considering any claim they would need to supply clear supporting evidence. This would need to establish the increased cost for the Board to consider any increased payment beyond the amount already agreed.

Mr I Ridsdale believed the Board needs to talk to the contractors about the situation. He further noted if the Board carried the work out in-house it would have to pay the increased fuel cost. On this basis he believes it is reasonable to allow for a slightly higher payment to reflect the situation if absolutely necessary. This would need supporting by evidence to demonstrate the increased cost.

The Clerk asked the Board if it would delegate to the Clerk and the Board's Technical Manager any decision for additional payment to the Board's contractors in relation to increased fuel prices. This relating to this year's flail mowing programme with any additional payment being justified by the contractor with supporting information.

Members UNANIMOUSLY AGREED to this approach.

River Derwent Conveyance Concerns

The Technical Manager informed that the previous flooding around Barmby Marsh Bubwith Bridge and further upstream following rainfall events still remains unresolved.

Mr I Ridsdale informed the retained flood water following rainfall events is taking up to 30 days to discharge when conditions improve. This in contrast with the downstream River Ouse recovering in days with channel discharge appearing to be restricted.

Cllr T Fisher believes that the flooding of the area for longer periods of time may have an impact on barn owls as they feed on small rodents.

The Technical Manager believes a greater focus is needed on the matter with technical evidence being produced. Then a collaborative approach with interested parties to establish how the situation can be improved. In particular, if the removal of channel restrictions would improve conveyance. In summary, because of the complexity and interests in the issue a collaborative approach is required.

Additional Tipping Trailer

The Technical Manager reported that the Board's plant replacement programme for 2026/27 includes purchasing an additional pick-up trailer. The tipping body giving significant benefits tipping out instead of manually handling bulk materials. He further noted he had obtained suitable and comparative quotes from dealerships. The information on which was provided in his report:

- 1) AEG, York – Ifor Williams TT3017 – £7,115
- 2) Graeme Edwards Trailers – TP106 – £7,030
- 3) GT Towing, Hertfordshire – Ifor Williams TT3017 – £8,588.40 plus delivery

All above exclude VAT.

Cllr T Fisher recommended that the Board purchases the Ifor Williams TT3017 from AEG, York as the favoured option and asked about the delivery time.

The Technical Manager informed that following a firm order, delivery is anticipated to be in a couple of weeks.

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

Health and Safety Matters

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

(SEE APPENDIX TO MINUTES)

REVIEW OF THE EXTERNAL AUDITOR CERTIFICATE

The Clerk reminded Members of a letter from the Audit Commission which was circulated a number of years ago. The letter clearly highlighted the requirements, which the Clerk has reflected in the Agenda items since, for the returns for the 2025/26 year-end audit. This is to try to ensure compliance and to avoid audit prequalification.

REPORT ON THE SYSTEM OF INTERNAL CONTROLS

The Clerk had circulated with the Agenda a copy of the External Auditor's comments of 2024/25 (Section 3) in the IDB Audit Return for reference. The top box of the form includes that the External Auditor believes 'On the basis of our review of the annual return, in our opinion the information in the annual return is in accordance with proper practices and no matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.' In the second box 'Other Matters Affecting the External Auditors Opinion' no comments are made.

The Clerk reported that no comments were made by the Internal Auditor in Section 4 of the form for Financial Year 2025/26.

Review the Effectiveness of Internal Control

The Clerk noted that the Board had previously agreed for its Internal Auditor to review and report on the Board's System of Internal Control. The Clerk had circulated a copy of the report for the year ending 31st March 2026 with the Agenda.

The Clerk noted the matters raised included continuity of service in the York Consortium, segregation of duties and representation at Board Meetings in decision making particularly with 'Council Nominated Members.' These matters were reviewed and discussed at the meeting by Members and the report content noted.

Consider the Findings of the Review

The Clerk will consider the matters raised and incorporate in the Board's Business Risk Assessment for the current financial year. The document will be included for review at the next meeting of the Board.

Cllr T Fisher asked if the Board can do anything in relation to non-attending council nominated Members.

The Clerk informed this was not in the Board's control as the action is with the nominating authority. The Board however records the information in the Board's records and can make the authority aware if it is a persistent problem with nominated Members.

The Committee considered the report and it was proposed by Mr D R Brotherton that the Board accepted the reports content. This proposal was seconded by Mr M Lumley-Holmes and UNANIMOUSLY AGREED by the Board.

APPROVAL OF THE
ANNUAL
GOVERNANCE
STATEMENT

ACCOUNTING
STATEMENTS

Section 1 of the Annual Return

The Clerk informed the Audit Commission's Annual Return has been completed for 2025/26 which includes the Governance Statement Section 1. A copy of the Statement was circulated with the meeting agenda.

The Committee considered Section 1 of the Annual Return and it was proposed by Mr I Ridsdale that the Board approved the Annual Governance Statement. This proposal was seconded by Mr D M Crossley and **UNANIMOUSLY AGREED** by the Board for the Chairman and Clerk to sign Section 1 – Annual Governance Statement 2025/26.

Consideration of the Accounting Statements

The Clerk reported that the Board's External Auditors are Littlejohn LLP for the accounts being considered. The Auditors are contracted through an agreement to audit IDB accounts. This being established and available through a framework contract open to small local public organisations such as parish councils and IDBs to which the Board subscribes.

A copy of the accounts was circulated with the meeting agenda for the year-ending 31st March 2026. The accounts having been internally audited, with the Auditor having completed and signed off Section 3 Annual Internal Auditor Report 2025/26 of the IDB Return.

The Clerk ran through the details of the Board's accounts and noted the reduced staff cost due to the Board not recruiting a new member of staff. This along with increased income arising from the Board's 'Highland Water' contribution from the Environment Agency for works carried out in 2025/26.

Approval of the Accounting Statements by Resolution

The Committee considered Section 2 of the Annual Return and it was proposed by Mr M Lumley-Holmes that the Board approve the Annual Accounting Statement for 2025/26. This proposal was seconded by Mr D R Brotherton and **UNANIMOUSLY AGREED** by the Board.

Authorise the Chairman to Sign and Date the Statements

The Committee considered Section 2 of the Annual Return with the accounting statements and it was proposed by Mr D M Crossley, seconded by Mr M Lumley-Holmes and **UNANIMOUSLY AGREED** by the Board for the Chairman and Clerk to sign and date Section 2 – Accounting Statements 2025/26.

The Board further authorised the Chairman and Clerk to sign and date the balance sheet of the accounts.

TERMS OF REFERENCE FOR INTERNAL AUDIT

The Clerk had circulated a draft document for the Scope for the Board's Internal Audit with the Agenda. This document following the Audit Commissioner's guidance is required to be able to review the effectiveness of the Internal Auditor if required when the Internal Audit is complete.

The Clerk noted that the guidance from ADA on the Governance and Accountabilities in Internal Drainage Boards in England a Practitioners Guide (2006) updated 2007 has been updated more recently but this now puts the onus on the Board to define the scope of its own internal audit.

The Board considered its content and **UNANIMOUSLY AGREED** the acceptance of the Board for the Scope of the Internal Audit to be able to formally review the Effectiveness of the Internal Audit for financial year 2026/27.

DRAFT RESERVES POLICY

The Clerk had circulated a Draft Reserves Policy with the Agenda. He had further included a spreadsheet calculation of the identified component parts indicatively as to the level of reserves which may need to be held if this policy is implemented. The established reserve level being intended to be used when the Board gives consideration of setting its drainage rates. He ran through the theory of how the calculation can be made.

The Clerk further confirmed he had checked with the Board's Internal Auditor regarding the levels of reserves held by the Board currently which they confirmed as being adequate.

Mr M Lumley-Holmes summarised that the calculation of the level of future reserves will use this Policy. Then at the Board's Annual General Meeting the calculation will be included for reference as guidance for Members when setting future drainage rates.

The Clerk further informed that the same Policy is being considered for adoption in the other Boards who are Members of the York Consortium.

Members considered the draft policy and UNANIMOUSLY AGREED to this policy and approach but clearly recognised the supporting calculations would be specific when the Board is setting its drainage rates.

INSURANCE

The Clerk reported that the Board's insurance policies had renewed for continuity of cover in early June. If any changes are then needed these can be organised with the Board's Insurance Brokers following the renewal. He had circulated a sheet with details and costs of renewal for the Board's policies with the Agenda. These details were prepared by Everywhen (ex Towergate) as the Board's Insurance Broker. It was noted that this year it was more effective for the Board, as a York Consortium Member, to share an overall policy with both the Ouse and Derwent IDB and Ainsty (2008) IDB. The table circulated showing this for Combined Liability Insurance, Commercial Combined Insurance and the Everywhen Assist Policy. The table showing the individual costs for last year and the equivalent renewal amount payable for next year. The shared policy sums being recharged to the individual Boards when the expenditure had been made by this Board.

Mr M Lumley-Holmes asked about the increase in cost for this Board individually for Everywhen Assist. The cost of which had increased from £141.87 to £590.24. This in comparison to Ainsty (2008) IDB where the cost has been sustained at £141.87.

The Clerk informed that he had asked about this and it appears that last year the Board had been undercharged for the service provided for the level of cover provided. He further noted that the insurance has been renewed for continuity of cover, however any required changes can be made following the renewal.

Mr D R Brotherton asked if the Board's vehicle motor insurance would be cheaper if it was on a named driver basis rather than being any permitted driver and asked the Clerk to investigate as it has been cheaper on his road insurance policies.

Members considered the report and the level of covers proposed as highlighted by the Clerk. They then UNANIMOUSLY AGREED and accepted the shared policies, costs and level of cover in place. The Board having renewed its insurance for continuity of cover. They further noted and accepted the position on the Board's Insurance.

ADA NATIONAL

ADA National Conference

The Clerk informed that an ADA National Conference is to be held on 17th November 2026. Details and joining instructions can be provided by the Clerk if requested closer to the time. It was noted that cheaper early purchase tickets were currently available.

Members agreed that the Board would pay for Members conference fees and travel costs if anyone wished to attend the Conference.

ADA National AGM

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

ADA Environment Day

The Clerk informed that ADA is again organising an Environment Day on 3rd February 2027 at Park Farm, Thorney, Cambridgeshire.

ADA NORTHERN BRANCH

Summer Meeting/Visit

The Clerk informed a summer meeting/visit is to be held at Yorkshire Water Top Hill Low Water Treatment Works along with a visit to the local nature reserve on 12th June 2026.

Driffield Show 2026

The Clerk informed that the ADA Northern Branch will be hiring a stand at the Driffield 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 at the Ouse and Humber IDB office near Howden.

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.

(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 £545,821.32 with Barclays Bank as at the 22nd May 2026.

The Board also having £100,000 in a Barclays Treasury Fixed Term Deposit Account which is achieving 2.32% gross per annum.

The Virgin Bank account has an additional credit balance of £225,808.12. 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 £72,417.79. The Board placing funds in a 95-day business saver account which is achieving 3.2% gross per annum.

The total balance of the Boards funds held in these accounts is £944,047.23.

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.

Mr M Lumley-Holmes asked why there are two electricity charges for Derwent House.

The Clerk informed it was previously two residential dwellings and at present it is not economically viable to rewire down to one supply.

It was proposed by Mr I Ridsdale, 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 next Meeting of the Board is due to be held at the Strensall and Towthorpe Village Hall, Northfields, Strensall, York on **Monday 14th September 2026** commencing at **1.30pm**.

DATES OF FUTURE MEETINGS

Monday 2nd November 2026
Monday 18th January 2027 (AGM)

ANY OTHER BUSINESS

Beaver Release Consultations

Mr D M Crossley asked if the Board was aware of any local intention of releasing beavers locally.

The Clerk informed that consideration is being given (consultation) on the viability of release in the Lower Derwent catchment. He personally believed it was more appropriate in upland catchments.

Sustained Usage of Herbicide Roundup

Mr I Ridsdale had concerns about a replacement should Roundup become unavailable to use.

Mr R J Burnett believed the licence was currently being sustained.

Members believed that short term the product will be sustained for use.

Close of Meeting

The Chairman closed the meeting at 2.45pm as there was no other business.

(APPENDICES TO FOLLOW)