

**Aire, Don & Ouse Consortium
of Drainage Boards
Cowick & Snaith, Rawcliffe,
Dempster and Reedness & Swinefleet IDBs**

**REEDNESS & SWINEFLEET INTERNAL DRAINAGE BOARD MEETING 9th JANUARY
2017 AT SWINEFLEET VILLAGE HALL, SWINEFLEET**

Present:

Malcolm Barker (Chair) (MB)
Paul Hirst (Vice Chair) (PH)
Tony Reed (TR)
Geoff Cowling (GC)
Richard Oldridge (RO)
Ian Backhouse (IB)
Cllr John Barrett (JB)
Mike Ball, Clerk & Engineer (MJB)
Richard Syed Hessel, Deputy Clerk & Engineer to the Board (RSH)
Iain Omand Responsible Financial Officer (IO)
Karyn Devoy Administration (KD)

2017.01: Apologies for absence: None

2017.02. Declarations of Interest: None

2017.03. To sign and approve the minutes of the Board meeting held on 27th June 2016: Minute 2016:44 'MB' should be 'RB' and Ian Backhouse was co-opted onto the Board by a show of hands.

2017.04. Matters arising from the minutes:

IO informed the Board that the Annual Governance Statement has been externally audited everything was satisfactory and this has been signed off.

2017.05. Clerk & Engineers Report: RSH informed the Board he had been made aware of problems getting machinery into some areas and asked the Board if they had any updates. MB stated that all the works had now been finished. IB mentioned he had noticed that the cut weeds had been tipped on the side of the dykes and not put in the fields and thought they might tip back into the dyke. MB replied that the previous contractors had always left the weeds in the fields but he felt that leaving on the bank top was not an issue and has benefits including one less job for the farmer to remove after the works are completed.

RSH asked the Board if leaving a usable strip in the fields for the machinery would be something that could be considered in the future. MB thought this may be a problem as the areas are intensively farmed. It was suggested that the contractors work around crop timings next year and be supplied with a

maintenance program working around planting and harvesting of the crops. MB suggested a more regimented program suggesting half the drains are flailed and half treated with a chemical application reversing the following season.

Warping Drain: RSH informed the Board that the section of the Warping drain leading towards thorne moors has not been maintained for some time and is very overgrown, RSH advised that some attention is needed to avoid vegetation growth getting out of control.

Reedness Junction Pumping Station: RSH told the Board that there are intermittent problems with the telemetry equipment. He has contacted Henry Jubbs Electrical Engineers to investigate. RSH raised concerns about Health & Safety issues for contractors accessing the telemetry and recommended looking at installing a walkable platform or the implementation of a new telemetry system. RSH has contacted Complete Weed Control to provide a quote to clear vegetation from the area and perform some tree felling.

Pump Attendant Agreement: No agreement is in place MB to review a draft agreement supplied by RSH

Eon are still investigating ongoing issues and no decision has been made yet. No bills have been paid in the last financial year.

ADA have asked all Internal Drainage Boards for a contribution of between £100 and £1,000 to support eel research including safe passage at pumping stations. MB proposed the Board contribute £100.00 ED seconded.

Consent has been granted for East Midland Construction working to construct a new Pump Station at Thorne Moors. They have been informed that any subsequent changes have to be passed by the Board's engineer. EMC have informed RSH that they will stand the cost of putting right any damages. The old pump will be decommissioned. MB raised concerns that more water may now be pumped to the Board's watercourses. RSH to monitor the situation.

Health & Safety: RSH is making progress in implementing new Health & Safety equipment. An improvement ladder, anchor points and a safety rail have been installed at Reedness Drainhead. Kenneth Howitt the Pump Attendant and MB have completed confined spaces training. MB suggested a rota be put in place to ensure Kenneth Howitt is not lone working when he needs to enter the drain head.

Cherry Tree Farm Footpath: The footpath outside Cherry Tree Farm has been closed to the public for some time due to safety concerns. East Riding of Yorkshire Council Highways Department have suggested the dyke running alongside has undermined the footpath. The Parish Council have been in touch with the Board with a view to resolve the issues and reopen the footpath. IB informed the Board that the dyke is owned by his family up to the railing. It is not thought that this is the responsibility of the Board. The possibility of sheet piling the ditch was discussed this was deemed to be expensive and potting would be a more inexpensive option. MJB is to arrange a meetings with East Riding Council Highways Department and attend the Parish Council meeting to ascertain responsibility.

2017.06. Finance Report:

It was agreed that the Biodiversity Action Plan be completed.

PH suggested that the land drainage Rate no 1070 may have been sold. Land registry register to be checked.

MB proposed the outstanding cheques be signed JB seconded

2017.07 Chair's Report:

Reedness Drain from the bridge to the drain head has not been cleaned out. JBA tried to regrade the bank for a quicker flow. This has previously been regraded to get a faster flow. Geo Tech matting gets pulled when de-sludging or excavating works are taking place. It was hoped it would rot off but is still a problem when working on this section of water course.

Ditch Maintenance: West of Reedness through to Swinefleet machinery couldn't reach behind the bridge. Using a larger machine was discussed and swapping of heads but this would result in higher costs. Using various sized machinery for different areas was suggested. Colwills don't have access to a variety of sizes and Defuria who have didn't submit a quote for this contract. It was agreed that leaving the spoil on the side of the banks was acceptable. The cleaning of culverts was discussed but deemed not urgent works RSH to be informed if current condition changes.

Future Maintenance: Using a glyphosate for half the drains while it is still available and de-sludging the other half is to be decided at the next meeting. MB proposed a 50/50 split on major watercourse with a review period of eighteen months.

Confined Spaces: MB stated that he found the Confined Spaces Training enlightening and brought lone working to his attention. He suggested all the Board's telephone numbers be passed on to Ken Howitt and someone be present when he enters the drain head. MB asked if any of the Board members would also like to do Confined Spaces Training. IB expressed an interest. IB mentioned the doors on Reedness Head were not in a good condition and seepage is occurring. The penstock door is not winding to the maximum. RSH to look into solving or finding an alternative device.

Reedness Junction: The owner of the house at Reedness Junction has extended a concrete structure so that it extends over the culvert. This has been completed without any consent sought from the Board. RSH to visit the property to access if it can be a permitted development. ED suggested it be allowed to stay until the property is sold.

2017.08 Financial Report: In Accordance with the Land Drainage Act 1991 The Board is required to set a rate for the forthcoming year. This rate should result from an adequate budgetary process in which assessment of the Board's Reserves were undertaken.

The Board's Responsible Finance Officer presented a report which provided details of the current financial years monitoring position. This showed at Appendix 1 the 2016-17 Budget, the Actual Position to the end of November and the Estimated Outturn Position for 2016-17. Appendix 1 showed that the estimated outturn position was net expenditure of £45,585 which would produce a net surplus £8,792 this represented an overall overspend of £1,357. This was discussed by the Board.

The report also detailed the budget for 2017-18 which had been prepared by the Responsible Finance Officer in full consultation with the Clerk and Engineer and Deputy Clerk and Engineer.

The Board considered the indicative budgets for 2018-19 and 2019-20.

The Board considered the level of general reserves and that they would be required to be utilised in the future to fund essential works at Black Drain.

A proposal to increase the rate in the pound to 13p was proposed by Cllr Barratt and seconded by Malcolm Barker and was approved unanimously by the Board

The level of reserves were considered and approved in light of the increase in the rate in the pound and the estimated level of reserves for 2017-18 of £67,401 was approved by the Board.

2017.09: Report on Audit Findings

The Responsible Financial Officer presented the report regarding Audit Findings in relation to the Audit which took place within 2016-17 and was a requirement of the Annual Governance Statement. The Responsible Financial Officer stated that the overall conclusion of the Audit was that the effectiveness of the controls were considered satisfactory and the exposure to risk was considered minor.

All other actions were discussed and the findings and recommendations agreed by the Board.

The Board Considered the Review of Financial Regulations which was presented by the Responsible Financial Officer who had undertaken a review of Financial Regulations in accordance with annual requirement to do so.

The Board agreed to amend section 4 adding Chair and Vice Chair to the list of delegated posts that could incur costs to £4,000 that is of an urgent nature. Between £4,000 and £8,000 the Clerk and Engineer and Deputy Clerk and Engineer would require approval from the Chairman and Deputy Chairman.

The Board agreed to amend section 27 and include that orders up to £4,000 can be ordered by the Clerk and Deputy Clerk between £4,000 and £5,000 will not require 3 written quotes but will require approval by the Chairman and Vice Chairman. Reviewed and agreed with amendment proposed by MB and seconded by IB.

2017.10. Any Other Business: MJB told the Board that there were three vacancies on the Board and asked if any members had any suggestions of people that might be interested in joining the Board. MJB to mention the vacancies when he attends the Parish Council Meeting.

A Draft Public Corporation Sector Agreement is to be produced for the next meeting. Services to be reviewed in three years.

ED offered his resignation with immediate effect he will put this in writing to the Clerk.

2017. 11 Date of Next Meeting: 22nd May 2017 at 2pm.