

RAWCLIFFE INTERNAL DRAINAGE BOARD
Monday 30th January 2107 at Rawcliffe Village Hall,
Minutes of Meeting

Present:

Peter Chantry (PC) Chair

Patrick Sykes (PS) Vice Chair

Sally Backhouse (SB)

David Mckenna (DM)

Jonathon Lewis (JL)

James Priestley (JP)

David Nicholson (DN)

Caroline Fox (CF)

Simon Shubrook (SS)

Keith Fillingham (KF)

Roy Dresser (RD)

Mike Ball, Clerk & Engineer to the Board (MJB)

Iain Omand Responsible Financial Officer (IO)

Richard Syed-Hessel, Deputy Clerk & Engineer to the Board (RSH)

Karyn Devoy Administration (KD)

649. **Apologies for Absence:** John White. Two new members Keith Fillingham and Roy Dresser were introduced to the Board as appointed members
650. **Declarations of Interest:** CF declared an interest as a Ward Councillor in minute no: 652
651. **To Sign and Approve the Minutes of the Board Meeting Held on 28th November 2016:** The minutes were accepted as a true record of the meeting. This was proposed by CF and seconded by PC
652. **Matters Arising: Regarding minute 646:** After the November meeting MJB contacted PC regarding the contribution to ADA for eel research and a payment for the Great Yorkshire and Driffield Shows. In light of the information and help the Board's receive from ADA he felt that a £50.00 contribution for eel research as part of the Consortium contribution and a payment for the shows from the Board was important and would be helpful to the Board in keeping a visible presence.
The land owned by Miss Naylor is still for sale. Savilles Estate agents will inform RSH when a sale takes place.
653. **Financial Planning Report:** Rawcliffe IDB Meeting 30 January 2017
The Responsible Financial Officer presented the Financial Planning report which was in accordance with the Land Drainage Act 1991.
The role of the budget was specified as follows:
- i) That the budget results in the Board Setting Rates and Special Levy

- ii) That the budget gives the Clerk the Authority to spend money
- iii) That the budget allows for monitoring progress during the year

The 2016-17 budget showed an estimated outturn position of net expenditure totalling £80,126 this would require funding from the use of Reserves of £17,782. This represented an overall overspend of £3,647.

The main variance within the budget for 2016-17 was highlighted as an estimated overspend of £2,376 regarding Pump Maintenance.

The Clerk and Engineer, in full consultation with the Responsible Financial Officer, had produced a draft budget for 2017-18 which was shown at Appendix 1. The total net expenditure for 2017-18 was £80,593.

Appendix 2 showed the Indicative Budgets for 2017-18 and 2018-19 which were based around uplifts of 2.0% which was in line with the Government's assumption for average inflation.

Appendix 3 showed the effect of the budget on the rate in the pound and options of 10.0 and 12.32 which would be 5% and 30% increases respectively. A rate of 12.32 would eliminate the need to use Reserves to fund the base budget.

The level of Reserves were considered as part of the report. The estimated level of General Reserve had previously been considered and agreed that it should be 50% of net expenditure levels. As at 31 March 2017 this should be £40,300. The Pump Station Reserve would stand at £161,397 as at 31 March 2017.

The Board discussed the report and noted the estimated Outturn Position for 2016-17.

The Responsible Financial Officer Proposed a Net Budget of £80,593.

The Board reviewed and approved the budget drafted by the Clerk and Engineer in full consultation with the Responsible Financial Officer.

The Rate in the pound was recommended at 10.0p which would require a contribution from Reserves of £15,195. An amendment to the recommendation was proposed of 10.5p which was proposed by DM and seconded by SB. This amendment was approved by the Board.

This would require a contribution from Reserves of £11,925.

The Board approved the level of Reserves set at £37,100 for the General Reserve and £152,672 for the Pumping Station as at 31 March 2018.

Report on Financial Regulations

In accordance with the Board's Financial Regulations an annual review of the Regulations is required to be undertaken by the Responsible Financial Officer in consultation with the Clerk and Engineer.

It was recommended that para 4 was amended to include the Chair and Vice Chair with delegated authority to order goods and services up to £4,000 in an urgent situation.

The Deputy Clerk and Engineer proposed that paras 26 and 27 be amended to increase the level of works ordered to £4,000 from the current level of £2,000. This was proposed by SS and seconded by DN

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. A £25 administration fee was recommended to be applied for any outstanding rates with Board approval.

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

MJB informed the Board that the current contractual agreement signed for three years expires on April 1st 2017. The current fees were incurring a 20% loss and suggested a rise in fees be

implemented. IO suggested a 20% uplift increasing the lump sum payment from £7,840 to £9,500 per year. DN proposed this be accepted DM seconded all Board members agreed with a show of hands.

IO left the meeting.

DN proposed the outstanding cheques be paid SB seconded.

The Canal and River Trust still have an outstanding rate demand. It was agreed that a £25.00 administration fee be added to the next rate demand.

654. Engineers Report: A date of February 15th at 9am was agreed for a drain walk meeting at The Green.

The flailing and de-weeding program has been completed. PS mentioned a blockage on drain 33/61. This obstruction to be removed.

John Colwill has completed repair work on Betsy Pump. The pump was removed from site and stripped down. The pump was also serviced and had the filters changed. Problems are still persisting with the probes RSH to obtain some quotes for this. RSH recommended a yearly service.

No issues were noted on the River Don

Progress with Highways England is still being sought regarding the ongoing financial issues. The timescale is being monitored for a reply from John Howard to be received. PC stated that the Board needs an answer.

Riddings Lane. The toe boarding on the embankment is difficult to see due to the high waters. This is to be looked at in drier weather. PS to keep RSH updated.

Key Clough Outfall: Clearance of vegetation and removal of silt has been undertaken by John Colwill at Key Clough Outfall after discussions with the Environment Agency took place.

Network Rail Work adjacent to Dobella Lane: Network Rail have completed the work.

Health & Safety: Paul Ross has completed the Confined Spaces Training and found it very informative.

The Santander Business Bond is now accessible. PC recommended that the money is not to be transferred into the Board's current Barclays Account and a new account be opened. This is to be discussed when the second Santander account has been resolved. MJB and DN will go to the Goole Branch of Santander to attempt to get a form that can be passed to the previous clerk to gain access to monies held under his name.

The Board were asked if they agreed to make a contribution to ADA towards eels research. SB proposed a £50.00 contribution RD seconded 9 voted for and one abstained. MJB informed the Board that the payment of £150.00 towards the Greta Yorkshire and Driffield show had been passed at the Annual General SB proposed this paid PS seconded.

Mrs Dixon a resident close to Langham 1 Pump Station has contacted RSH and informed him that the drain at the pump station needs to be maintained and cleared. RSH has undertaken a

site visit with John Colwill and ascertained that access can only be gained via drain 34 from Sugar Mill Ponds due to a fence partition on Langham drain. This is not a suitable route as overhead electric pylons are present and damage to the road surface is possible. The bridge can only be accessed when large tree branches are removed this will be included in the maintenance works. PC requested the work be left until after the harvest. PC stated that Mrs Dixons drive was a right of access and asked for quotes for 200m of clearance work to be obtained. RSH to contact Pete Fletcher for a quote.

Rabbit Hill Farm: Mr Roustoby has contacted RSH and informed him that a pipe has collapsed on his land Drain 36. He asked if any of the contractors had been over this area causing the drains to fail. He also raised issues regarding the condition of adjacent water courses and stated that his drains take most of the water from the canal. RSH has informed Mr Roustoby that the Internal Drainage Board has a right of access to undertake any work deemed to be important to reduce potential flood risk. The Board concluded that this was not a Drainage Board issue and Mr Roustoby should contact his landlord.

655. Any Other Business: None

656. Date of Next meeting: Tuesday 9th May 2017 7pm