

**Cowick & Snaith Internal Drainage Board Meeting**

**19 May 2015 – The institute West Cowick**

**Minutes of Meeting**

Present:

**Paul Cooper (PC), Chair**

**Tom Bayston (TB)**

**Cllr John Staveley Churton (JSC)**

**Ian Wood (IW)**

**Cllr John Barrett (JB)**

**Cllr Robert McArthur (RMcA)**

**Richard Thompson (RT)**

**Iain Omand (IO)**

**Russ Towse (RST)**

**Mike Ball (MJB)**

- 331. Apologies for absence:** Robert Kealey, Edward Bayston, William Bayston, Adrian Wood and Stuart Wood.
- 332. Declarations of Interest:** Ian Wood regarding an Armco culvert in a Board watercourse.
- 333. To sign and approve the minutes of the Board meeting held on 17 March 2015:** IW proposed that the minutes were a true reflection of the meeting and should be signed off as such: seconded by TB.
- 334. Matters arising from the minutes:** None.
- 335. Clerk & Engineer's report:** The draft Health & Safety policy for the Board was presented. MJB pointed out that owing to the fact that the Board had less than five employees there was no statutory duty to have one but it was considered good practice to do so.

The Drain Walk was carried out on the morning of this meeting. The watercourses alongside the M62 were identified as being accessible for the Board to clean-out more efficiently as opposed to leaving them to Highways England. It was proposed by TB and seconded by JB that the Board writes to Highways England with the aim of receiving funding to carry out the work on their behalf.

The Drain Walk also identified a potential improvement that could be implemented at Finnley's Lane pumping station. It was decided that the matter of improving the automated

screen handling device whereby it removes the detritus and stockpiles it more tidily away from the pedestrian handrail, be investigated.

IW reported an electrical problem with the Lord Downes pumping station. Peter Mayo, contractor, had been contacted to investigate.

RST reported that monies from the Environment Agency for a new flap valve and penstock work had been banked in respect of Newbridge pumping station.

RST explained that he is investigating the possibility of securing a discount for next year's insurance premium for the three boards by re-applying at the same time.

RST to update Register of Members' Interests at next Board meeting

RST reported that a number of drainage rates remain unpaid. It was decided that if not paid within the next 28 days then an administration charge of £25 will be added to the total.

**336. Treasurer's Report:**

IO presented the Board's Statement of Accounts (Income and Expenditure) for the financial year 2014/15. He explained that this information will be signed off by East Riding Council's Audit & Technical Manager before being sent to the Board's external auditors. In addition, the Board's Annual Governance Statement (Assurance Statement) was presented to the Board for it to approve prior to being signed-off together with the accounting statement. Approval was proposed by RT and seconded by IW.

**337. Discuss Drain Walk & resulting actions to be taken:** this was discussed above.

**338. Review Draft Rate Plan:** Mapping of the Board's area allows each landowner's area to be clearly identified. It was proposed by IW that landowners would be sent their own parcel for them to agree and return. This was seconded by TB.

**339. ERYC Invoicing Payments Q4:** Payment was agreed by the Board.

**340. ERYC Contract for ADO Consortium:** MJB reported that a meeting had recently been held with a legal colleague within County Hall following which a draft agreement would be produced in time for the Board's June meeting.

**341. Contractor Tendering 2015/16:** RST reported that the recent tendering process had resulted in the following:

Lot 1 (De-sludging) the lowest price had been submitted by John Colwill. JB proposed that this tender should be accepted. It was seconded by RMCA.

Lot 2 (Flailing) the lowest price had been submitted by Pete Fletcher. IW proposed that this tender should be accepted. It was seconded by JSC.

Lot 3 (Dyke & culvert ends) the lowest price had been submitted by Pete Fletcher. RT proposed that this tender should be accepted. It was seconded by TB.

**342. Any correspondence not covered in Engineer's Report:**

None.

**343. Any other business:** MJB discussed the Board make-up with regard to vacancies with Nominated Members. He asked if anyone had any names that they considered suitable to forward them to PC who subsequently would pass on to MJB for the council's consideration.

**344. Date of next meeting:** Tuesday 7 July 2pm at the Institute, West Cowick.