



# Cowick & Snaithe Internal Drainage Board

## MINUTES OF THE ANNUAL GENERAL MEETING HELD ON TUESDAY 26TH JANUARY 2022 AT 1:00PM

### PRESENT

Elected	Mr I Wood Mr R Kealey	Mr P Cooper	Mr E Bayston	Mr A Wood	Mr S Wood
Appointed	Cllr R Spencer	Cllr C Fox	Cllr C Emsen		

### APOLOGIES

Elected	Mr R Thompson	Mr W Bayston	Mr T Bayston
Appointed	Cllr L Sargeantson	Mr S Wright	

### ABSENT

Elected  
Appointed

### IN ATTENDANCE

Officers

Mr A McLachlan – Chief Executive  
Mr R Towse – Director of Operations  
Miss Smith – Board Secretary (Minutes)

Andrew McLachlan  
Chief Executive Officer and Clerk to the Board  
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**588. Welcome, Introductions & Apologies**

588.1. The CEO advised he would Chair the first part of the meeting until the new Chairman was installed.

588.2. The CEO welcomed Members and Officers to the Board noting apologies from Mr R Thompson, Mr W Bayston, Mr T Bayston, Cllr Sargeantson, and Mr S Wright.

**589. Declarations of Interest**

589.1. None

**590. Health and Safety**

590.1. None

**591. Additional Agenda Items**

591.1. None

**592. Election Results**

592.1. The CEO confirmed the election of agricultural members took place on 9<sup>th</sup> November 2021, and the following members were duly elected: Mr E Bayston, Mr T Bayston, Mr W Bayston, Mr P Cooper, Mr R Kealey, Mr R Thompson, Mr A Wood, Mr I Wood, and Mr S Wood.

**593. Election of Chairman**

593.1. The CEO set out the procedure for the election of the Chairman and oversaw proceedings.

593.2. It was PROPOSED by Mr R Kealey and SECONDED by Mr A Wood and UNANIMOUSLY RESOLVED that the Board appoint Mr P Cooper as Chair of the Board.

**594. Appointment of Chair**

594.1. Mr Cooper was duly appointed as Chair.

**595. Election of Vice Chairman**

595.1. The CEO set out the procedure for the election of the Vice Chairman and oversaw proceedings.

595.2. It was PROPOSED by Mr S Wood and SECONDED by Mr R Kealey and UNANIMOUSLY RESOLVED that the Board appoint Mr E Bayston as Vice-Chair.

**596. Minutes of the previous Full Board Meeting**

596.1. The Chair drew attention to minutes of the previous meeting at Appendix A.

596.2. Mr I Wood noted that he had not approved the Minutes of the last full Board and that this was in fact Mr S Wood and requested that the minutes be amended to reflect this.

596.3. It was PROPOSED by Mr R Kealey and SECONDED by Mr S Wood and UNANIMOUSLY RESOLVED that the Board approves these minutes as a true record of that meeting subject to the correction above.

#### **597. Matters Arising**

597.1. Mr I Wood asked if matters in relation to minute 585.1 had progressed to which the CEO responded, advising a survey had been completed, results of which had shown it would not be feasible to continue with this matter.

597.2. In relation to 583.10, The DO advised that a meeting had been held with the EA regarding the poor stability of the bank caused by willows. He informed Members that whilst the EA at this time had no intention of completing these works, they had informed the IDB they could remove the willows if they were impeding Board owned assets, however this would be at the cost of the Board.

597.3. Mr I Wood and Mr S Wood both expressed their disappointment in the stance taken by the EA and requested that works are undertaken by the Board.

597.4. It was PROPOSED by Cllr Fox and SECONDED by Mr R Kealey and UNANIMOUSLY RESOLVED that the Board commence operations to remove the willows impeding Board owned assets.

#### **598. Minutes of ADOC Consortium Meeting**

598.1. The Chair drew attention to minutes of the ADOC Consortium meeting held on 19<sup>th</sup> November 2021 and raised the proposal to the National Highways regarding the recharges for taking water through the drainage network from the motorway.

598.2. He asked the CEO to clarify whether this would jeopardise the current arrangement which is in place for Cowick & Snaith to which the CEO confirmed it would not.

#### **599. Financial Position**

599.1. The CEO confirmed that analysis at the time of writing suggested that the outturn position would be under the estimated budget.

#### **600. Budget & Rate Setting**

600.1. The CEO briefed Members on the updates received from HMT regarding the tax treatment changes of red diesel. He advised that their recently issued statements regarding IDB usage contradict advice received from HMRC.

600.2. Members entered a discussion about the financial impact IDBs would face due to these changes, and how the tax burden had now moved from the national taxpayer to local taxpayers.

- 600.3. The CEO reassured Members that ADA would continue to question these decisions on behalf of all IDBs, however until clarification was received, the Board would from 1<sup>st</sup> April, be operating under the assumption that red diesel would no longer be used for any Board operations.
- 600.4. The Chair asked whether the DO would be requesting prices for both white and red diesel if white diesel may be used in the future.
- 600.5. The DO confirmed there would be caveats in the contracts, however at present, all Board contractors would be expected and contractually obliged to use white diesel only for Board maintenance.
- 600.6. Cllr Emsen asked whether the Board had a satisfactory reserves position should the Board face an unexpected cost such as the repair of a pump station or a flooding event.
- 600.7. The CEO reassured Members that the Board currently operates within a fortunate financial position and that repairs to pump stations would be possible if required.
- 600.8. Members, discussing inflationary increase, electricity price rises and changes to use of diesel, queried whether the proposed increase of 5.49% would be enough.
- 600.9. It was PROPOSED by Mr I Wood to set the rate at 9.1p. This proposal was not seconded and was REJECTED BY MAJORITY.
- 601.** It was PROPOSED by Mr E Bayston and SECONDED by Cllr C Emsen and RESOLVED BY MAJORITY that the Board approve the estimated budget of £114,117 and set the rate at 9.6p£. Mr I Wood voted against this PROPOSAL.

**602. Invoices Paid and Accounts Settled to Q3**

- 602.1. The Chair drew attention to Invoices Paid and Accounts Settled can be found at Appendix C.
- 602.2. Mr I Wood queried an invoice made to R D Webster to which the DO confirmed this had been made to purchase tools to equip staff in maintain the pump station area at Lord Downes.
- 602.3. The Chair explained he thought it prudent to explain that a £25k compensation payment made to a landowner was due to loss of crop and land when they had allowed the Board to widen Plantation Drain to take more water in the recent flooding event.
- 602.4. The DO explained this compensation arrangement had been managed by an independent land agent.
- 602.5. It was PROPOSED by Mr S Wood and SECONDED by Mr R Kealey and UNANIMOUSLY RESOLVED that the Board approve invoices paid and accounts settled to the value of £30,216.66 (net).

**603. Internal Audit**

603.1. The CEO drew attention to the internal audit report at Appendix D and informed Members that whilst there were no matters of concern, at the recommendation of the internal auditor, a methodology would be produced for the valuation of assets across all partner boards within the consortium along with a formal reserves policy.

**604. Conclusion of Annual Audit**

604.1. The CEO confirmed the Board passed its external audit for 2020/21 by the Government-appointed auditor, PKF Littlejohn, without any qualifications.

**605. Policy Update (Health and Safety)**

605.1. The CEO informed Members that a new consortium-wide Health and Safety Policy and Safe System of Work is currently being developed by the consortium's Capital Delivery Manager.

605.2. He confirmed this will set out the responsibilities of the Board and officers, procedural matters, and safe systems of work.

605.3. The CEO advised he expects operational staff and contractors to be working from this policy from 1<sup>st</sup> April and requested that the Chair be given authority to adopt this policy on the Board's behalf.

605.4. It was PROPOSED by Mr E Bayston and SECONDED by Mr S Wood and UNANIMOUSLY RESOLVED that the CEO in consultation with the Chair and Vice-Chair be given authority to adopt the consortium-wide Health and Safety Management Policy and Safe System of Work on behalf of the Board upon its completion.

**606. Development Control & Planning - Q3 (October-December 2021)**

606.1. The CEO advised there were no significant developments in the Board's area.

606.2. The DO commented on the improvement in information received from developers across the Consortium, submitting this using the Board's Technical Guidance.

606.3. Cllr Fox requested a copy of this guidance. **Action BDESec.**

**607. Maintenance Programme**

607.1. The DO informed Members he had spoken with CRT regarding contributions towards the repair of Board assets due to wear and tear caused by recent flooding events. He added that over one third of their entire working hours occurred last winter.

607.2. He added that CRT would also be approached to put together a programme of funded remedial works due to slips which have occurred along Carr Drain System.

607.3. Cllr Emsen requested that the DO arrange a meeting for them to walk some of the Board maintained watercourses he was not yet familiar with to understand the network better.

**Action DO**

607.4. The DO advised that he intended to offer contracts on a 3-year basis with an additional 2 years should the Board and Contractor wish to continue, ensuring the Board remains OJEU compliant.

607.5. The Chair requested that the DO provide the Vice-Chair and himself with copies of the contracts before they are distributed. **Action DO.**

**608. Date of Next Meeting**

608.1. The BdSec advised a notice would be sent to Members detailing all upcoming meetings.

608.2. The Chair thanked Members and Officers for their attendance and closed the meeting.