



Cowick & Snaith Internal Drainage Board

MINUTES OF THE FULL BOARD MEETING HELD ON TUESDAY 28TH JANUARY 2025 AT 24 INNOVATION DRIVE

PRESENT					
<i>ELECTED</i>	Mr I Wood	Mr S Cooper	Mr E Bayston	Mr S Wood	Mr A Wood
<i>APPOINTED</i>	Cllr C Emsen	Mr S Wright	Cllr A Duke		
APOLOGIES					
<i>ELECTED</i>	Mr P Cooper				
<i>APPOINTED</i>	Cllr C Fox				
ABSENT					
<i>ELECTED</i>	Mr T Bayston	Mr R Thompson			
<i>APPOINTED</i>	Cllr L Sargeantson	Cllr R Spencer	Mrs V Whiteley		
In Attendance					
Officers		Mr A McLachlan – Chief Executive Officer			
		Mrs A Larkin – Director of Policy & Finance			
		Mr R Towse – Director of Operations			
		Miss L Smith – Board Secretary			

Andrew McLachlan
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693. Order of Meeting

- 693.1. The CEO explained that at this meeting, due to the recent election, the Chair and Vice Chair will be appointed. With the consent of the Board, the CEO chaired the first part of the meeting.

694. Welcome, Introductions and Apologies

- 694.1. The CEO welcomed Members and Officers to the meeting noting apologies from Cllr Fox and Mr P Cooper.
- 694.2. The CEO introduced Cllr Duke as a newly appointed member.

695. Declarations of Interest

- 695.1. Both Mr I Wood and Mr A Wood declared they were contractors to the board.

696. Additional Agenda Items

- 696.1. No items.

697. Election Results

- 697.1. The CEO reported the following candidates were duly elected, uncontested, as Members of the Cowick and Snaith Internal Drainage Board.

<i>Mr Edward Bayston</i>	<i>Mr Tom Bayston</i>	<i>Mr Paul Cooper</i>	<i>Mr Richard Thompson</i>
<i>Mr Adrian Wood</i>	<i>Mr Ian Wood</i>	<i>Mr Stuart Wood</i>	<i>Mr Sam Cooper</i>

698. Appointment of Chairman

- 698.1. Nominations were invited by the CEO, for the role of Chair and nominations were given for Mr P Cooper to be elected.
- 698.2. This was not contested; no alternative nominations were made.
- 698.3. It was PROPOSED by Mr E Bayston and SECONDED by Mr I Wood and UNANIMOUSLY RESOLVED that Mr P Cooper be elected as Chair of the Board.
- 698.4. The CEO advised he would contact Mr P Cooper in relation to his appointment. **Action CEO.**

699. Appointment of Vice-Chairman

- 699.1. The CEO set out the procedure for the election of the Vice Chair.
- 699.2. Nominations were invited by the CEO for the role of Vice Chair and nominations were given for Mr E Bayston to be elected. This was not contested; no further nominations were made.

699.3. It was PROPOSED by Mr S Wood and SECONDED by Mr I Wood and UNANIMOUSLY RESOLVED that Mr E Bayston be elected as Vice Chair of the Board.

700. Health and Safety

700.1. No matters to report.

701. Natural Environment

701.1. No matters to report.

702. Minutes of the previous Full Board Meeting

702.1. The minutes of the previous meeting held on 18th June 2024 were reviewed by members.

702.2. Mr E Bayston referred to minute 679.2 whereby Mr Wood had reported the doors at Lord Downes Pumping Station; the DO confirmed this would be addressed later in the meeting.

702.3. It was PROPOSED by Cllr Emsen and SECONDED by Mr Wright and UNANIMOUSLY RESOLVED that the Board approve these minutes as a true record of that meeting.

703. Matters Arising

703.1. Mr I Wood queried if there had been any advance on the hydraulic modelling report mentioned at minute 681.3 and if a representative from the council could hold a meeting within the Snaith area in relation to this matter.

703.2. The CEO confirmed he had contacted the council on several occasions regarding the modelling, however at this time there was nothing further to report.

703.3. Mr S Wood expressed his disappointment with the lack of updates and response from the council and would have expected representation at a board meeting to provide an update to members.

703.4. Cllr Emsen referred to latest ADA meeting where he had raised concerns about the latest modelling exercise and expressed his concerns that the operational manager for EA Humber team present at this meeting had no knowledge of this matter.

703.5. The CEO clarified that the area manager who represented the EA at that meeting was not responsible for the river Aire catchment, and therefore would not be able to provide a response. Cllr A Duke advised he would contact the Principal Engineer at the council to raise the matter.

703.6. Mr S Cooper raised concerns that no feedback from this had been received for four years and requested this be escalated.

703.7. The CEO explained the statutory duties of a Local Lead Flood Authority in relation to investigating flood events and the analysis of the EA's model, and discussed the events which

may have led to the significant flooding to homes in 2020 as a result of the river Aire. The CEO confirmed he would prefer the model to be verified by the council prior to receipt, as this would establish the current level of service.

- 703.8. Cllr Emsen asked if the engineer could be invited again to attend a meeting with board members, either to suit the council's Principal Engineer or to the next board meeting. **Action CEO.**

704. Minutes from the ADOC Consortium Meeting

- 704.1. The minutes of the Consortium meeting held on 25th November 2024 were duly noted by the Board.

705. Financial Position

- 705.1. The CEO advised that Officers at this time, were expecting an outturn position of +£14k, due to the success of recovering extraneous electricity charges and pump repair works through government funding.
- 705.2. A successful bid meant that funds were recovered for regrading works on Primrose Drain, however, unfortunately, funds could not be recovered for piling works for any of the eight boards within the consortium.
- 705.3. Cash at the bank stood at £246k in March 2024, and therefore the Board were in a reasonably positive position.
- 705.4. Mr I Wood highlighted a £4.5k increase in administration costs. The CEO advised that this was due to a review of all pumping station insurances, several substructures were found to be inadequately insured. There was also a small inflationary increase in management fees.

706. Budget & Rate Setting

- 706.1. The CEO presented a proposed budget along with a copy of the 2023/24 accounts for reference.
- 706.2. The CEO recommended, based on the Board's accounts, that the budget is increased, however the 2025/26 rate remain unchanged at 10.6p£.
- 706.3. It was PROPOSED by Mr I Wood and SECONDED by Mr S Wood and UNANIMOUSLY RESOLVED that the Board approve an unchanged rate of 10.6p£ to meet an estimated budget requirement of £122,179.

707. Invoices Paid and Accounts Settled

- 707.1. Invoices paid and accounts settled from April to December 2024 were reviewed by members.
- 707.2. Mr I Wood stipulated his preference for his business name to be presented on the invoices list, rather than his individual name. **Action DPF**

707.3. It was PROPOSED by Cllr C Emsen and SECONDED by Mr A Wood and UNANIMOUSLY RESOLVED that the Board note and approve the record of Invoices Paid and Accounts Settled, totalling £84,656.43 (net) for the last financial quarter.

708. Conclusion of Annual Audit

708.1. The DPF confirmed that the Board's External Auditors PKF Littlejohn completed their annual audit of the Board and concluded that no matters were of cause for concern meaning the Board has passed the external audit.

709. Internal Audit

709.1. The DPF presented the Internal auditor's Curriculum Vitae, Internal Audit Plan, and letter of engagement.

709.2. In accordance with best practice guidance, the Board were asked to consider the independence and competence of the internal auditor and to consider and agree the internal audit programme of work having regard to identified risks.

709.3. It was PROPOSED by Mr S Wood and SECONDED by Mr A Wood and UNANIMOUSLY RESOLVED that the Board appoint Northern Internal Audit Services to provide internal audit services for the financial year 2025/26, upon being satisfied of the provider's independence, competence, and proposed programme of work.

709.4. The latest interim audit report was presented, where it was noted there were no matters of concern.

710. Drainage Rates

710.1. The DPF confirmed that most of rates income had been received with around £400 outstanding due to unknown landowners and £500 of outstanding costs.

710.2. The DPF confirmed that one of these cases had been referred to enforcement agents.

711. Planning & Development – Q3 (October – December 2024)

711.1. No large, new developments planned however Officers will monitor the progress of a housing development southwest of Snaith (19/03512/STOUT), for which drainage principles have been agreed.

712. Maintenance

712.1. The DO notified Members of the issue at Lord Downes pumping station. The outer flap was leaking, the inner flap had become detached, and a penstock was seized open.

712.2. One pump was currently operating; therefore, two portable diesels had been running alongside. The DO advised that when levels are low in the river Aire, this does not pose much

of an issue, as the outer door is not feeding water back in or reaching the penstock. He added that the MEICA team have attempted to close the penstock but were unsuccessful.

- 712.3. One pump was jammed which requires removal and investigation. Maintenance will be required on the outer door and an order for a replacement for one inner door has been made. At this stage the DO was unable to confirm the exact costs.
- 712.4. The CEO advised that there may be the opportunity to bid for additional funds, which may support the cost for repair of the pump, replacement of panels and remedial works to the outfall.
- 712.5. Mr I Wood queried if the pump repairs could be claimed through the Board's insurers. The CEO explained that the pumps are not insured for wear and tear, but rather for catastrophic failure.
- 712.6. Mr A Wood queried if the telemetry system would be of more use in enhancing the capability of the data provided if a new panel were installed. He added that he had advised that on several occasions this year, the low-level light has tripped, to which the DO advised was due to fluctuations of power.
- 712.7. Mr A Wood advised that the pumps should be able to automatically restart, in the past two months there have been three instances where pumps have ceased operations. The DO recognised that the power outages do impact some pump stations as they do not auto-reset.
- 712.8. The CEO confirmed that all Boards had been successful in securing a mobile pump through the government scheme. Both the DO and Mr E Bayston suggested some Board members attend a staff training session to be able to utilise and operate these pumps in an emergency.
Action DO.
- 712.9. The DO advised that around 90-95% of planned maintenance works were now complete. Some cropping issues meant some areas could not be accessed close to Newbridge.
- 712.10. Mr I Wood commented that almost 5 years since the 2020 floods, a slip close to the pumping station at the drain end still requires attention. **Action DO.**
- 712.11. Cllr Emsen reported two culverts are blocked under A1041, only one is open. **Action DO.**
- 712.12. Mr I Wood commented that the newest culvert had been installed in 1987 when the dyke was regraded and that both culverts should be active.
- 712.13. Fly tipping was reported in a watercourse upstream of the station down Gowdall Road. Officers offered their assistance to the council however were still awaiting a response.

713. Policies

- 713.1. Policies were reviewed by the Board and approved for publishing.

714. Date of Future Meetings

2025/26

Tuesday 24th June – Full Board Meeting

Wednesday 16th July – Drifffield Show

Tuesday 25th November – ADA Conference (London)

Monday 1st December – ADOC Consortium Committee

Tuesday 2nd December – ADA AGM (online)

Tuesday 27th January – Full Board Meeting