

MINUTES OF THE KYLE & UPPER OUSE IDB MEETING
HELD ON 4th NOVEMBER 2019
AT SHIPTON COMMUNITY CENTRE

- 1 **Present** Mr R Shedden (Chairman), Mr P Bielby,
 Mr T Clark (Vice Chairman), Mr P Cowton, Mr I Galtrey
 Mr A Mansell, Mr G Robinson, Cllr Mrs I Sanderson, Mr R Spilman
- In attendance Mr N Everard (Clerk of the Board)
- 2 **Apologies** Mr A Boddy
- 3 **Chairman/
Vice Chairman** Following the election of the new Board, Mr R Shedden was
 elected Chairman and Mr R Spilman was elected Vice Chairman.
- 4 **Board Members** The Clerk reported that there were two vacancies following the
 election.
- 5 **Finance Committee** The Board appointed the Chairman and Vice Chairman as members
 of the Finance Committee.
- 6 **Disclosure of
Interest** None
- 7 **Minutes** Minutes of the meetings held on 11th February 2019 and 10th June
 2019 were approved and signed.
- 8 **Maintenance** The Chairman reported on the maintenance works undertaken since
 the last meeting.
- It was reported that the machine operator was currently on sick leave
and due to wet conditions the excavator operator on a Zero hours
contractor has not been utilised. There was a general discussion as to
the future operational plans for the Board and the Finance Committee
are to further consider these for the February Board meeting.
- 9 **Planning
Applications/
Consents/
Complaints** The Clerk reported that 17 planning applications had required
 comment between 8th June 2019 and 1st November 2019 and two
 consents had been issued.
- Solicitors acting on behalf of a rate payer had lodged a formal
complaint and the Clerk confirmed that the matter was being dealt
with by the Board's legal advisors.
- A complaint had also been lodged by a rate payer, however the works
have been delayed due to access issues and was currently being
pursued by the Chairman.

Other issues in the District relating to the planting of trees within the maintenance strip and pollution issues had been referred to the Consulting Engineer.

- 10 **Leasemires System** A site meeting was to be arranged in respect of the Leasemires system and an approach via the District Councillor was suggested.
- 11 **ADA** The Clerk confirmed that the National Conference was scheduled for 13th November 2019 and a report would be issued at the next meeting.
- 12 **Governance** The Clerk reported on the review of the Board's policies and further guidance was awaited from the Association of Drainage Authorities. A Bio Security policy was currently being reviewed.

The Board approved the Scheme of Delegation and division of responsibilities between Chairman and Clerk.
- 13 **Audit** The Clerk reported that the external unqualified audit report for the year ended 31st March 2019 had been received.
- 14 **Bank Mandate** The Clerk was authorised to update the bank mandate for the appointment of Mr R Spilman as Vice Chairman.
- 15 **Insurance/ Risk Management Review** The Clerk confirmed that a review had been undertaken with insurance brokers and that there were no amendments to the existing Risk Management policy.
- 16 **Accounts for Payment** Accounts for Payment Schedule numbers 20, 21 and 22 were approved in the amounts of £43,653.26, £22,432.38 and £18,799.75 respectively.
- 17 **Next Meeting** The Clerk reported that the next meeting was scheduled for 10th February 2020 at 4.00 p.m. at Shipton Community Centre.

.....Chairman

.....Date