

**MINUTES OF MEETING OF THE  
THORNTREE INTERNAL DRAINAGE BOARD  
HELD ON TUESDAY 19<sup>th</sup> DECEMBER 2017  
AT THE OFFICES OF TOWNEND CLEGG & CO, 4 BELGRAVIA, GOOLE  
COMMENCING AT 08:30am**

**PRESENT**

D. N. Hinchliffe – Chairman  
J E. Hinchliffe  
D Backhouse  
S Hall  
S. P Longthorp  
K Fillingham  
M. J. Townend - Clerk

**1. APOLOGIES**

All Members of the Board were present

**2. MATTERS OF PREVIOUS MEETING**

The Chairman reported that a meeting between Tim Kohler of Natural England and himself, and the Clerk had been arranged for the 11<sup>th</sup> January 2018, to discuss the issues of water run off from the Moors. D Hinchliffe and J Hinchliffe are to prepare a graph showing rainfall and pumping hours for the last 25 years so as to present this at the meeting.

**4. RELEVANT CORRESPONDENCE**

There was no relevant correspondences to discuss.

**5. TO CONSIDER AND APPROVE THE FOLLOWING POLICY DOCUMENTS**

- Complaints Policy
- Policy on Gifts and Hospitality
- Policy on Anti-Bribery
- Data sharing Policy

The Clerk had prepared Policy documents in respect of the above items, and these had been distributed to Board Members for their consideration. General discussion then took place in respect of the various Policy documents, which resulted in the following:

- That the Board's Complaints policy should be approved, it was proposed S Longthorp, seconded S Hall and carried
- That the Board's policy on Gifts and Hospitality should be approved, it was proposed J Hinchliffe, seconded D Backhouse, this was carried. That the Board's policy on Anti-Bribery should be adopted, this was proposed D Backhouse and seconded K Fillingham and carried
- That the Board's Data sharing policy should be adopted, this was proposed K Fillingham, seconded J Hinchliffe and carried.

**6. TO CONSIDER AND APPROVE THE BOARD'S FINANCIAL REGULATIONS**

The Clerk has circulated the proposed financial regulations document, this was generally discussed by the Board and it was proposed that the policy should be adopted. This was proposed by S Hall, seconded by K Fillingham and carried.

**7. TO APPROVE THE BOARD'S APPLICATION FOR WORKS GUIDANCE NOTES, FORMS AND CHARGES**

The Clerk had circulated to all Board Members the appropriate forms, which were proposed to be put on the re-vamped website. It was proposed that these forms be adopted, this was proposed by D Backhouse, seconded by J Hinchliffe and carried by the meeting.

**8. ANY OTHER BUSINESS**

The Chairman Mr Hinchliffe reported that he hoped that the Bio-diversity plan would be ready for approval at the January Board Meeting, so this could be included on the re-vamped website. The Clerk was hopeful that by the end of January the necessary information would be forwarded to the Board's web provider, so as the re-vamped website could be up and running by the end of February.

There being no further business the meeting closed at 08:50am.