

# **North Somerset Levels Internal Drainage Board**

**Management Accounts (Unaudited)  
for the year ended  
31 March 2017**

North Somerset Levels Internal Drainage Board

CONSOLIDATED FUNDS

Income & Expenditure Account for the Year Ended 31 March 2017

	2016 - 2017	2015 - 2016
<b><u>Expenditure - Recurring</u></b>		
Total Salary Costs ( <i>Recurring</i> ) - PAYE	75,154	72,146
Rhynes Supervisor [North Area] Services	21,384	21,199
Engineers' Fees	127,403	118,636
Chairman's Expenses	1,000	1,000
Total Admin Costs	38,218	39,104
Staff Training	115	46
Annual Tour	0	0
Bank Charges	443	445
IT Support	3,200	3,200 *
Environment Agency Precept	101,961	99,962
Total Ordinary Maintenance	41,639	31,261
Total Keeching	102,614	100,526
Composting / Storage Site	0	1,333
Recharges	5,852	13,381
Vehicle Running Costs	2,901	3,225
Vehicle Depreciation	1,997	2,663
<b>Total Recurring Expenditure</b>	<b>523,882</b>	<b>508,127</b>
<b><u>Expenditure - Non-recurring</u></b>		
Maintenance - Minor equipment, H&S Equipment, Training	221	1,346
Maintenance Improvement Works : Penning Hatches/Gauge Boards	4,848	0
Maintenance - Minor Improvement & Flood Alleviation Schemes	674	15,941
<i>Maintenance - Emergency Works</i>	5,996	0
Conservation & Environmental	417	0
Data Management & GIS	12,800	6,400 *
ADA Demo/Conference Costs	355	224
Computer Replacement & Software	1,176	1,235
Recruitment Costs	549	0
Water Level Management Plans	0	42
Legal / Professional Fees	1,440	0
Bad Debts / Write Offs	611	0
Increase/decrease in Provision for Bad Debts	-611	0
<b>Total Non-recurring Expenditure</b>	<b>28,475</b>	<b>25,188</b>
<b>Total Expenditure</b>	<b>552,358</b>	<b>533,315</b>

<b><u>Income</u></b>				
Agricultural Drainage Rates	77,284		85,207	
Special Levy	493,360		482,713	
Total Recharges Income	6,292		14,894	
Consent Fees	4,800		3,860	
Total Interest Earned	2,244		3,116	
<b>Total Recurring Income</b>		<b>583,980</b>		<b>589,790</b>
Grants / Contributions In	1,100		0	
<b>Total Non-recurring Income</b>		<b><u>1,100</u></b>		<b><u>0</u></b>
<b>Total Income</b>				
		<b><u>585,080</u></b>		<b><u>589,790</u></b>
<b><u>Surplus/Deficit</u></b>				
<b>Surplus of Income over Expenditure</b>		<b><u>32,722</u></b>		<b><u>56,475</u></b>

**Notes to the Accounts**

See Page 7  
\* See Note 17

North Somerset Levels Internal Drainage Board

Balance Sheet as at 31 March 2016

Consolidated Funds

	2016 - 2017		2015 - 2016	
<b>Fixed Assets</b>				
Works Vehicle (Toyota Pickup) - Cost	14,202		14,202	
Less Accumulated Depreciation	<u>-8,210</u>		<u>-6,213</u>	
Vehicle - Net Book Value		5,992		7,989
Plant Kiosk at Sampson's Sluice		3,750		3,750
Surrounding Property - Sampson's Sluice		<u>1</u>		<u>1</u>
<b>Total Fixed Assets</b>		<b>9,743</b>		<b>11,740</b>
<b>Current Assets</b>				
Rates - Current Owing	3,551		2,693	
Rates - Arrears Owing	<u>3,088</u>		<u>3,612</u>	
Rates Outstanding		6,639		6,305
Less Rates - Provision for Bad Debts		<u>0</u>		<u>-611</u>
		6,639		5,694
Debtors Control Account		9,051		4,711
Debtors not yet Invoiced General Fund		2,500		10,411
Prepayments		4,523		4,884
Debtor - Court Award	1,226		1,226	
Less Provision for Bad Debt - Court Award	<u>-1,226</u>		<u>-1,226</u>	
Holding Account - Asset		250		250
HSBC Current Account		33,776		41,716
Petty Cash		201		215
Lodgements not yet Banked		1,500		0
National Savings Investment Account		27,807		27,641
National Savings Investment Account interest due		31		52
Money Market Investments		354,934		308,922
Money Market Interest Due		108		0
Investments with North Somerset Council		380,806		379,494
VAT Refund Due		<u>13,529</u>		<u>13,934</u>
<b>Total Current Assets</b>		<b>835,657</b>		<b>797,923</b>
<b>Current Liabilities</b>				
Creditors Control Account		35,159		30,453
Accruals General Fund		20,325		22,952
Holding Account Yatton Little River		0		0
Ratepayers Prepayments		154		130
Salary Costs Owing		<u>4,337</u>		<u>3,425</u>
<b>Total Current Liabilities</b>		<b>59,975</b>		<b>56,961</b>
<b>Net Current Assets</b>		<b>775,682</b>		<b>740,962</b>
<b>TOTAL NET ASSETS:</b>		<b><u>785,425</u></b>		<b><u>752,702</u></b>

**Represented By**

**General Fund**

Capital - Balance b/f	317,072		260,981	
Plus Newly Recognised Fixed Assets	0		0	
Surplus of Income over Expenditure	31,229		54,468	
Transfer of funds from Commuted Sums	<u>1,053</u>		<u>1,623</u>	
Capital - Closing Balance		349,353		317,072

**Off-Site Works Fund**

Capital - Opening Balance	23,021		22,918	
Surplus of Income over Expenditure	<u>76</u>		<u>104</u>	
Capital - Closing Balance		23,098		23,021

**Commuted Sums Fund**

Capital - Opening Balance	412,609		412,166	
Surplus of Income over Expenditure	1,418		2,066	
Transfer of funds to General Fund	<u>-1,053</u>		<u>-1,623</u>	
Capital - Closing Balance		412,974		412,609

**Yatton Little River Fund (Fund closed 31 03 2016)**

Capital - Opening Balance	0		163	
Excess of Expenditure over Income	<u>0</u>		<u>-163</u>	
Capital - Closing Balance		0		0

**TOTAL CAPITAL & RESERVES**

785,425

752,702

Notes to the Accounts:-

Commuted Sums Fund:- £1,053 was transferred to the General Fund against the costs of keetching and maintenance in North Area urban areas, leaving the Fund total at £412,974.

Money Market investments shown are General Fund (£277,053), Off-Site Works Fund (£23,082) and North Area Commuted Sums Funds (£54,799) = total £354,934.

Investments with North Somerset Council are South Area Commuted Sums (£358,138) plus Revenue Fund (£22,668) = total £380,806.

National Savings Investment Account is Revenue Fund only.

Approved by the Board on 13 June 2017  
and signed on its behalf by: -

I certify that this Balance Sheet and Income and Expenditure Account present fairly the financial position of the North Somerset Levels Internal Drainage Board as at 31 March 2017 and the income and expenditure for the year ended on that date.

A Colbourne Clerk to the Board



Mr B W Gray (Chairman)

North Somerset Levels Internal Drainage Board

GENERAL FUND

Income & Expenditure Account for the Year Ended 31 March 2017

Note	2016 - 2017	2015 - 2016	
<b><u>Expenditure - Recurring</u></b>			
	Total Salary Costs ( <i>Recurring</i> ) - PAYE	75,154	72,146
	Rhynes Supervisor [North Area] Services	21,384	21,199
	Engineers' Fees	127,403	118,636
	Chairman's Expenses	1,000	1,000
	Total Admin Costs	38,218	39,104
	Staff Training	115	46
	Annual Tour	0	0
	Bank Charges	443	445
17	IT Support	3,200	3,200 *
	Environment Agency Precept	101,961	99,962
	Total Ordinary Maintenance	41,639	31,098
5	Total Keeching	102,614	100,526
6	Composting / Storage Site	0	1,333
8	Recharges	5,852	13,381
	Vehicle Running Costs	2,901	3,225
9	Vehicle Depreciation	1,997	2,663
	<b>Total Recurring Expenditure</b>	<b>523,882</b>	<b>507,965</b>
<b><u>Expenditure - Non-recurring</u></b>			
	Maintenance - Minor equipment, H&S Equipment, Training	221	1,346
7	Maintenance Improvement Works : Penning Hatches/Gauge Boards	4,848	0
7	Maintenance - Minor Improvement & Flood Alleviation Schemes	674	15,941
	Maintenance - Emergency Works	5,996	0
	Conservation & Environmental	417	0
16&17	Data Management & GIS	12,800	6,400 *
	ADA Demo/Conference Costs	355	224
4	Computer Replacement & Software	1,176	1,235
	Recruitment Costs	549	0
	Legal / Professional Fees	1,440	0
	Water Level Management Plans - Updates / Revisions	0	42
	Bad Debts / Write Offs	611	0
	Increase in Provision for Bad Debts	-611	0
	<b>Total Non-recurring Expenditure</b>	<b>28,475</b>	<b>25,188</b>
	<b>Total Expenditure</b>	<b>552,358</b>	<b>533,152</b>

<b>Income</b>			
	Agricultural Drainage Rates	77,284	85,207
	Special Levy	493,360	482,713
8	Total Recharges Income	6,292	14,894
	Consent Fees	4,800	3,860
	Total Interest Earned	751	946
	<b>Total Recurring Income</b>	<b>582,487</b>	<b>587,620</b>
10	Grants / Contributions in	1,100	0
	<b>Total Non-recurring Income</b>	<b>1,100</b>	<b>0</b>
	<b>Total Income</b>	<b>583,587</b>	<b>587,620</b>
<b>Surplus/Deficit</b>			
	<b>Surplus of Income over Expenditure</b>	<b>31,229</b>	<b>54,468</b>
<b>Transfer Funding</b>			
5 & 6	From Commuted Sums Fund re Storage Site Costs and keetching urban areas	1,053	1,623
	<b>Net Movement in Funds</b>	<b>32,281</b>	<b>56,091</b>

Note

**Notes to the Accounts**

- 1 These accounts have been prepared on the accruals basis.
  - 2 These unaudited management accounts form the underlying detailed financial statements on which Section 2 of the Annual Return is based.
  - 3 The Board does not own any fixed assets of a market value other than the works vehicle, office assets, 3 silver goblets, and tools and equipment as used by the Rhynes Supervisor. All purchases under £1,000 are treated as revenue expenditure therefore, of the above, only the Board's works vehicle (purchased January 2015) is shown as a fixed asset in these accounts. The other fixed assets shown in these accounts are the Plant kiosk at Sampson's Sluice, shown at cost, and 'surrounding property' shown at nominal value of £1.  
*[Also see 9 below.]*
  - 4 Software : the Board's policy is that all software is treated as revenue expenditure.
  - 5 Includes £1,053 works on urban watercourses covered from Commuted Sums Fund. *(A restricted fund accounted for on page 11.)* Funds therefore transferred from Commuted Sums Fund to General Fund as shown to cover these costs. Such work is expected to increase in 2017-18 as the Board takes on more urban watercourses under existing Commuted Sum agreements with developers.
  - 6 Composting site to deal with risings from urban keetching therefore costs covered from Commuted Sums Fund. *(As Note 5 above.)* Tenancy with D & P Mead & Co, of which board member Mr Derek Mead is a partner, ended 30 April 2016. *Shown for historic purposes only.*
  - 7 Maintenance Improvement Works / Penning Hatch Replacement programme - installation of tilting weirs for increased water level management control. Also Minor Improvement & Flood Alleviation Schemes - in response to 2012 flooding.
  - 8 Recharges expenditure all covered by income for same so does not adversely affect the Board's financial situation. *(Also see Note 11 below.)*
  - 9 Works vehicle, plant kiosk and 'surrounding property' as listed in the Balance Sheet (see Note 3 above). Vehicle depreciation 25% RB p.a.; no depreciation on land or building (kiosk). Please note that for the purposes of Section 2 of the Annual Return (Statement of Accounts), capital expenditure is included under Income & Expenditure, so depreciation is excluded in Boxes 4 and 6. The figure in Box 9 is the original cost of the works vehicle, plant (fully depreciated so not included in these accounts) and kiosk at Sampson's Sluice, plus 'surrounding property' at nominal value of £1.  
The Board keeps a list of Office Assets, and of Tools and Equipment which is updated annually and is supplied to its insurers as required. These do not appear in Box 9 of the Annual Return (see Note 3 above), nor do the 3 silver goblets, origins and cost unknown.
  - 10 Contributions In : contributions from others for jointly beneficial works.
  - 11 Debtors not yet invoiced' on Balance Sheet (Page 8) : £2,500 to be recharged to Developer on application for Land Drainage Consent expected 2008 but not yet received.
  - 12 The Board took out additional insurance cover towards the end of 2015-2016; cost increase for full 12 months plus increase in IPT from 6% to 9.5% added a further £1,230 in 2016-2017.
  - 13 Underspend on maintenance : delays to programme of works meant some were ongoing April 2017.
  - 14 The Board's offices are leased from W H Redding & Son, of which board member Mr Chris Redding is a partner. The lease, which includes a service charge, was renewed for 5 years on 01 April 2016 after research into other offices available in the area. Formal negotiations and renewal of the lease were carried out as previously by the Board's solicitor. Rent increase to £10,500 p.a. comparable to rents for similar size offices, as is service charge of £2,100 p.a. *[Also see 18 below.]*
  - 15 Works on Yatton Little River in 2015-16 used up the balance held, resulting in closure of the fund. *Shown for historic purposes only.*
  - 16 Data Management services including digitisation of paper archives being provided over two years by DC Micros as of October 2015. DC Micros, owned by the Clerk's husband, was already providing IT Support to the Board.
  - 17 Restatement 2015-16 : IT Support shown last year at £2,800 but approved budget was £3,200; Data Management cost shown as £6,800, actual £6,400. Net result of no change in total expenditure.
- Post Year End Items**
- 18 Board decision in April 2017 to lease further office space on same site for an initial period of 2 years. Total cost for extra office, including furnishings, H&L, etc. estimated at £6,546 for part year 2017-18; this will be an addition to approved budget. Full year future cost estimated at £15,326.



North Somerset Levels Internal Drainage Board

GENERAL FUND

Balance Sheet as at 31 March 2017

Notes	2016 - 2017		2015 - 2016	
	<b>Fixed Assets</b>			
	Works Vehicle (Cost)	14,202	14,202	
	Accumulated Depreciation - Vehicle	<u>-8,210</u>	<u>-6,213</u>	
9	Works Vehicle (Net Book Value)	5,992	7,989	
9	Plant Kiosk at Sampson's Sluice	3,750	3,750	
9	Surrounding Property - Sampson's Sluice	1	1	
	<b>Total Fixed Assets</b>	<b>9,743</b>		<b>11,740</b>
	<b>Current Assets</b>			
	VAT Refund Due	13,529	13,934	
	Rates - Current Owing	3,551	2,693	
	Rates - Arrears Owing	3,088	3,612	
	Provision for Bad Debts- Rates	0	-611	
	Debtors Control Account	9,051	4,711	
11	Debtors not yet Invoiced	2,500	10,411	
	Prepayments	4,523	4,884	
	Holding Account	250	250	
	Debtor - Court Award	1,226	1,226	
	Prov Bad Debt Court Award	<u>-1,226</u>	<u>-1,226</u>	
	HSBC Current Acct	33,776	41,716	
	Petty Cash	201	215	
	Lodgements not yet Banked	1,500	0	
	Money Market	277,053	230,195	
	Investments with N Somerset Council	22,668	22,590	
	National Savings Investment Account	27,807	27,641	
	Interest Due	<u>87</u>	<u>52</u>	
	<b>Total Current Assets:</b>	<b>399,586</b>		<b>362,293</b>
	<b>Total Assets</b>	<b>409,328</b>		<b>374,033</b>
	<b>Current Liabilities</b>			
	Creditors Control Account	35,159	30,453	
	Accruals	20,325	22,952	
	Holding Account Liability	0	0	
	Rates - Prepaid	154	130	
	Salary Costs Owing	<u>4,337</u>	<u>3,425</u>	
	<b>Total Current Liabilities</b>	<b>59,975</b>	<b>56,961</b>	
	<b>Net Current Assets/(Liab)</b>	<b>339,610</b>		<b>305,332</b>
	<b>NET ASSETS:</b>	<b><u>349,353</u></b>		<b><u>317,072</u></b>

**Represented By**

Capital - Opening Balance  
Surplus of Income over Expenditure  
Transfer funding from Commuted Sums

317,072  
31,229  
1,053

260,981  
54,468  
1,623

**TOTAL CAPITAL & RESERVES**

349,353

317,072

Notes to the Accounts - see page 7.

North Somerset Levels Internal Drainage Board  
**OFF-SITE WORKS FUND**  
Income and Expenditure Account for Year Ended 31 March 2017

	2016-2017	2015-2016
<b><u>Expenditure</u></b>		
Works carried out	0	0
<b>Total Expenditure</b>	0	0
<b><u>Income</u></b>		
Contributions from Developers	0	0
Investment Interest Earned	76	104
<b>Total Income</b>	76	104
<b><u>Surplus/Deficit</u></b>		
<b>Surplus of Income over Expenditure</b>	76	104

Balance Sheet as at 31st March 2017

	As at 31 March 2017	As at 31 March 2016
<b>Current Assets</b>		
Money Market Investments	23,082	23,021
Interest Due - Money Market	16	0
<b>Total Current Assets:</b>	23,097	23,021
<b>Current Liabilities</b>	0	0
<b>Net Current Assets/(Liabs)</b>	23,097	23,021
<b>Net Assets:</b>	23,097	23,021
<b>Represented By</b>		
Opening Capital	23,021	22,918
Surplus of Income over Expenditure	76	104
Closing Capital	23,098	23,021
<b>Total Capital &amp; Reserves</b>	23,098	23,021

North Somerset Levels Internal Drainage Board

COMMUTED SUMS

Income and Expenditure Account for Year Ended 31 March 2017

<i>Note</i>	2016-2017	2015-2016
<b><u>Income</u></b>		
Investment Interest Earned	1,418	2,066
Contributions from Developers	<u>0</u>	<u>0</u>
<b>Total Income</b>	1,418	2,066
<b><u>Expenditure</u></b>	0	0
<b><u>Surplus/Deficit</u></b>		
<b>Surplus of Income over Expenditure</b>	<u>1,418</u>	<u>2,066</u>
5&6 Less Transfer of funds to General Fund	-1,053	-1,623
<b>Total Movement in Funds</b>	<u>365</u>	<u>443</u>

Balance Sheet as at 31st March 2017

	As at 31 March 2017	As at 31 March 2016
<b>Current Assets</b>		
NSC Investments	358,138	356,904
Money Market Investments	54,799	55,706
Interest Due - Money Market	<u>37</u>	<u>0</u>
<b>Total Current Assets:</b>	412,974	412,609
<b>Current Liabilities</b>	0	0
<b>Net Current Assets/(Liabs)</b>	412,974	412,609
<b>Net Assets:</b>	412,974	412,609
<b>Represented By</b>		
Opening Capital	412,609	412,166
Transfer of funds to General Fund	-1,053	-1,623
Surplus of Income over Expenditure	<u>1,418</u>	<u>2,066</u>
Closing Capital	412,974	412,609
<b>Total Capital &amp; Reserves</b>	<u>412,974</u>	<u>412,609</u>

Note to the Accounts

Revenue expenditure of £1,053, on maintenance of urban watercourses covered by transfer of funds from Commuted Sums to General Fund.