

North Somerset Levels Internal Drainage Board

**Management Accounts (Unaudited)
for the year ended
31 March 2018**

North Somerset Levels Internal Drainage Board

CONSOLIDATED FUNDS

Income & Expenditure Account for the Year Ended 31 March 2018

	2017 - 2018	2016 - 2017
<u>Expenditure - Recurring</u>		
Total Salary Costs (<i>Recurring</i>) - PAYE	76,676	75,154
Rhynes Supervisor [North Area] Services	21,755	21,384
Engineers' Fees	101,734	127,403
Chairman's Expenses	266	1,000
Total Admin Costs	37,363	38,218
Staff Training	155	115
Bank Charges	452	443
IT Support	3,200	3,200
Environment Agency Precept	104,000	101,961
Total Ordinary Maintenance	23,753	41,639
Total Keeching	94,175	102,614
Recharges	4,920	5,852
Vehicle Running Costs	3,415	2,901
Vehicle Depreciation	1,498	1,997
Total Recurring Expenditure	473,361	523,882
<u>Expenditure - Non-recurring</u>		
Maintenance - Minor equipment, H&S Equipment, Training	273	221
Maintenance Improvement Works : Penning Hatches/Gauge Boards	0	4,848
Maintenance - Minor Improvement & Flood Alleviation Schemes	0	674
<i>Maintenance - Emergency Works</i>	0	5,996
Conservation & Environmental	126	417
Data Management & GIS	6,400	12,800
ADA Demo/Conference Costs	0	355
Computer Replacement & Software	699	1,176
Recruitment Costs	0	549
Legal / Professional Fees	1,020	1,440
Bad Debts / Write Offs	91	611
Increase in Provision for Bad Debts	0	-611
Total Non-recurring Expenditure	8,609	28,475
Total Expenditure	481,969	552,358

Income

Agricultural Drainage Rates	77,005		77,284	
Special Levy	493,105		493,360	
Total Recharges Income	5,070		6,292	
Consent Fees	5,425		4,800	
Total Interest Earned	2,887		2,244	
Total Recurring Income		583,492		583,980
Grants / Contributions In	0		1,100	
Engineering Supervision charges	0		0	
Development Related Charges	300		0	
Total Non-recurring Income		<u>300</u>		<u>1,100</u>
Total Income				<u>585,080</u>
<u>Surplus/Deficit</u>				
Surplus of Income over Expenditure		<u>101,823</u>		<u>32,722</u>

Notes to the Accounts

See Page 7.

North Somerset Levels Internal Drainage Board

Balance Sheet as at 31 March 2018

Consolidated Funds

	2017 - 2018		2016 - 2017	
Fixed Assets				
Works Vehicle (Toyota Pickup) - Cost	14,202		14,202	
Less Accumulated Depreciation	<u>-9,708</u>		<u>-8,210</u>	
Vehicle - Net Book Value		4,494		5,992
Plant Kiosk at Sampson's Sluice		3,750		3,750
Surrounding Property - Sampson's Sluice		<u>1</u>		<u>1</u>
Total Fixed Assets		8,245		9,743
Current Assets				
Rates - Current Owing	5,511		3,551	
Rates - Arrears Owing	<u>4,536</u>		<u>3,088</u>	
Rates Outstanding		10,048		6,639
		10,048		6,639
Debtors Control Account		8,224		9,051
Debtors not yet Invoiced General Fund		2,800		2,500
Prepayments		3,515		4,523
Debtor - Court Award	1,226		1,226	
Less Provision for Bad Debt - Court Award	<u>-1,226</u>		<u>-1,226</u>	
		250		250
Holding Account - Asset		258,531		33,776
HSBC Current Account		110		201
Petty Cash		19		1,500
Lodgements not yet Banked		27,938		27,807
National Savings Investment Account		49		31
National Savings Investment Account interest due		215,180		354,934
Money Market Investments		138		108
Money Market Interest Due		382,172		380,806
Investments with North Somerset Council		<u>12,932</u>		<u>13,529</u>
VAT Refund Due				
Total Current Assets		921,906		835,657
Current Liabilities				
Creditors Control Account		30,690		35,159
Accruals General Fund		8,248		20,325
Ratepayers Prepayments		55		154
Salary Costs Owing		<u>3,910</u>		<u>4,337</u>
Total Current Liabilities		42,903		59,975
Net Current Assets		879,003		775,682
TOTAL NET ASSETS:		<u>887,248</u>		<u>785,425</u>

Represented By

General Fund

Capital - Balance b/f	349,353		317,072	
Surplus of Income over Expenditure	100,266		31,229	
Transfer of funds from Commuted Sums	<u>354</u>		<u>1,053</u>	
Capital - Closing Balance		449,973		349,353

Off-Site Works Fund

Capital - Opening Balance	23,098		23,021	
Surplus of Income over Expenditure	<u>81</u>		<u>76</u>	
Capital - Closing Balance		23,178		23,098

Commuted Sums Fund

Capital - Opening Balance	412,974		412,609	
Surplus of Income over Expenditure	1,476		1,418	
Transfer of funds to General Fund	<u>-354</u>		<u>-1,053</u>	
Capital - Closing Balance		414,096		412,974

TOTAL CAPITAL & RESERVES

887,248

785,425

Notes to the Accounts:-

Commuted Sums Fund:- £354 was transferred to the General Fund against the costs of keetching and maintenance in North Area urban areas, leaving the Fund total at £414,096

Money Market investments shown are General Fund (£137,410), Off-Site Works Fund (£23,154) and North Area Commuted Sums Funds (£54,616) = total £215,180.

Investments with North Somerset Council are South Area Commuted Sums (£359,423) plus Revenue Fund (£22,749) = total £382,172.

National Savings Investment Account is Revenue Fund only.

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 2018 and the income and expenditure for the year ended on that date.

A Colbourne Clerk to the Board



Approved by the Board on 26 June 2018
and signed on its behalf by: -



Mr B W Gray (Chairman)

North Somerset Levels Internal Drainage Board

GENERAL FUND

Income & Expenditure Account for the Year Ended 31 March 2018

Note	2017 - 2018	2016 - 2017
Expenditure - Recurring		
Total Salary Costs (<i>Recurring</i>) - PAYE	76,676	75,154
Rhynes Supervisor [North Area] Services	21,755	21,384
Engineers' Fees	101,734	127,403
Chairman's Expenses	266	1,000
Total Admin Costs	37,363	38,218
Staff Training	155	115
Bank Charges	452	443
11 IT Support	3,200	3,200
Environment Agency Precept	104,000	101,961
Total Ordinary Maintenance	23,753	41,639
5 Total Keeching	94,175	102,614
6 Recharges	4,920	5,852
Vehicle Running Costs	3,415	2,901
7 Vehicle Depreciation	1,498	1,997
Total Recurring Expenditure	473,361	523,882
 Expenditure - Non-recurring		
Maintenance - Minor equipment, H&S Equipment, Training	273	221
Maintenance Improvement Works : Penning Hatches/Gauge Boards	0	4,848
Maintenance - Minor Improvement & Flood Alleviation Schemes	0	674
Maintenance - Emergency Works	0	5,996
Conservation & Environmental	126	417
11 Data Management & GIS	6,400	12,800
ADA Demo/Conference Costs	0	355
4 Computer Replacement & Software	699	1,176
Recruitment Costs	0	549
Legal / Professional Fees	1,020	1,440
Water Level Management Plans - Updates / Revisions	0	
Bad Debts / Write Offs	91	611
Total Non-recurring Expenditure	8,609	28,475
 Total Expenditure	 481,969	 552,358

Income			
	Agricultural Drainage Rates	77,005	77,284
	Special Levy	493,105	493,360
6	Total Recharges Income	5,070	6,292
	Consent Fees	5,425	4,800
	Total Interest Earned	1,330	751
	Total Recurring Income	581,936	582,487
	Grants / Contributions in	0	1,100
	Engineering Supervision charges	0	0
	Development Related Charges	300	0
	Total Non-recurring Income	<u>300</u>	<u>1,100</u>
	Total Income	<u>582,236</u>	<u>583,587</u>
	Surplus/Deficit		
	Surplus of Income over Expenditure	<u>100,266</u>	<u>31,229</u>
	Transfer Funding		
5	From Commuted Sums Fund re keetching urban areas	354	1,053
	Net Movement in Funds	<u>100,620</u>	<u>32,281</u>

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 7 below.]
- 4 Software : the Board's policy is that all software is treated as revenue expenditure.
- 5 Includes £354 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. Contrary to expectations the Board did not take on any additional urban watercourses this year, and those already taken on required less work than last year. However, such work is expected to increase in 2018-19 as the Board takes on the keetching of more urban watercourses under existing Commuted Sum agreements with developers.
- 6 Recharges expenditure all covered by income for same so does not adversely affect the Board's financial situation.
- 7 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 Box 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.
- 8 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; £300 re March 2018 invoiced after year end.
- 9 Underspend on maintenance : delays to programme of works meant some general works were ongoing April 2018; works on Minor Improvement Schemes and Replacement of Structures deferred to future years* to enable build up of funds.
- 10 The Board's offices are leased from W H Redding & Son, of which board member Mr Chris Redding is a partner. Original lease was renewed for 5 years on 01 April 2016 after research into other offices available in the area. A separate 2 year lease on additional office space in the same building was taken out as of September 2017 with an initial 6 month rent free period. Formal negotiations regarding both leases carried out by the Board's solicitor. Current rent on original office space £10,500 p.a. and on additional space £9,900 p.a. Both leases include a service charge of £2,100 p.a.
- 11 Two year agreement with DC Micros for Data Management services including digitisation of paper archives ended September 2017. DC Micros, owned by the Clerk's husband, provides IT Support to the Board.
- 12 No litigation, liabilities or commitments, events or transactions having a financial impact on the Board occurred either during or after year end.
- 13 At year end the HSBC bank account held funds normally held in the Money Market. These were reinvested subsequent to year end.
- 14 * £55K raised in the budget for Minor Improvement Schemes and Replacement/Upgrade of Structures 'earmarked' for future years but not restricted so could be used for other purposes should circumstances/priorities change.
- 15 The Board participates in an Employee Pension Scheme (Stakeholder pension scheme), which is categorised as a defined contribution scheme and administered by NFU Mutual. This scheme closed to new members on 01 August 2016. A defined contribution scheme has been opened through NEST for all new employees.
- 16 Rentals payable under operating leases are charged to expenditure over the term of the lease.
- 17 The Board is exempt from Income, Corporation and Capital Gain taxes. Value Added Tax is included in the accounts only to the extent that it is recoverable.

North Somerset Levels Internal Drainage Board

GENERAL FUND

Balance Sheet as at 31 March 2018

Notes	2017 - 2018		2016 - 2017	
	Fixed Assets			
	Works Vehicle (Cost)	14,202	14,202	
	Accumulated Depreciation - Vehicle	<u>-9,708</u>	<u>-8,210</u>	
7	Works Vehicle (Net Book Value)	4,494		5,992
7	Plant Kiosk at Sampson's Sluice	3,750		3,750
7	Surrounding Property - Sampson's Sluice	<u>1</u>		<u>1</u>
	Total Fixed Assets	8,245		9,743
	Current Assets			
	VAT Refund Due	12,932		13,529
	Rates - Current Owing	5,511		3,551
	Rates - Arrears Owing	4,536		3,088
	Debtors Control Account	8,224		9,051
8	Debtors not yet Invoiced	2,800		2,500
	Prepayments	3,515		4,523
	Holding Account	250		250
	Debtor - Court Award	12,226	1,226	
	Prov Bad Debt Court Award	<u>-12,226</u>	<u>-1,226</u>	
	HSBC Current Acct	258,531		33,776
	Petty Cash	110		201
	Lodgements not yet Banked	19		1,500
	Money Market	137,410		277,053
	Investments with N Somerset Council	22,749		22,668
	National Savings Investment Account	27,938		27,807
	Interest Due	<u>105</u>		<u>87</u>
	Total Current Assets:	484,631		399,586
	Total Assets	492,876		409,328
	Current Liabilities			
	Creditors Control Account	30,690	35,159	
	Accruals	8,248	20,325	
	Rates - Prepaid	55	154	
	Salary Costs Owing	<u>3,910</u>	<u>4,337</u>	
	Total Current Liabilities	42,903		59,975
	Net Current Assets/(Liab)	441,728		339,610
	NET ASSETS:	<u>449,973</u>		<u>349,353</u>

Represented By

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

349,353
100,266
354

317,072
31,229
1,053

TOTAL CAPITAL & RESERVES

449,973

349,353

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 2018

	2017-2018	2016-2017
<u>Expenditure</u>		
Works carried out	<u>0</u>	<u>0</u>
Total Expenditure	0	0
<u>Income</u>		
Contributions from Developers	0	0
Investment Interest Earned	<u>81</u>	<u>76</u>
Total Income	81	76
<u>Surplus/Deficit</u>		
Surplus of Income over Expenditure	<u>81</u>	<u>76</u>

Balance Sheet as at 31st March 2018

	As at 31 March 2018	As at 31 March 2017
Current Assets		
Money Market Investments	23,154	23,082
Interest Due - Money Market	<u>25</u>	<u>16</u>
Total Current Assets:	23,178	23,097
Current Liabilities	0	0
Net Current Assets/(Liabs)	23,178	23,097
Net Assets:	23,178	23,097
Represented By		
Opening Capital	23,098	23,021
Surplus of Income over Expenditure	<u>81</u>	<u>76</u>
Closing Capital	23,178	23,098
Total Capital & Reserves	<u>23,178</u>	<u>23,098</u>

North Somerset Levels Internal Drainage Board

COMMUTED SUMS

Income and Expenditure Account for Year Ended 31 March 2018

Note

	2017-2018	2016-2017
<u>Income</u>		
Investment Interest Earned	1,476	1,418
Contributions from Developers	<u>0</u>	<u>0</u>
Total Income	1,476	1,418
<u>Expenditure</u>	0	0
<u>Surplus/Deficit</u>		
Surplus of Income over Expenditure	<u>1,476</u>	<u>1,418</u>
5 Less Transfer of funds to General Fund	-354	-1,053
Total Movement in Funds	<u>1,122</u>	<u>365</u>

Balance Sheet as at 31st March 2018

	As at 31 March 2018	As at 31 March 2017
Current Assets		
NSC Investments	359,423	358,138
Money Market Investments	54,616	54,799
Interest Due - Money Market	<u>58</u>	<u>37</u>
Total Current Assets:	414,096	412,974
Current Liabilities	0	0
Net Current Assets/(Liabs)	414,096	412,974
Net Assets:	414,096	412,974
Represented By		
Opening Capital	412,974	412,609
Transfer of funds to General Fund	-354	-1,053
Surplus of Income over Expenditure	<u>1,476</u>	<u>1,418</u>
Closing Capital	414,096	412,974
Total Capital & Reserves	<u>414,096</u>	<u>412,974</u>

Note to the Accounts

Revenue expenditure of £354, on maintenance of urban watercourses covered by transfer of funds from Commuted Sums to General Fund.