



Doncaster East

Internal Drainage Board

Finance Committee

**JBA Consulting
Epsom House, Chase Park
Redhouse Interchange, Doncaster DN6 7FE**

Meeting

**Friday, 2 June 2017
1.00pm**

Prepared byAlison Briggs BSc (Hons) Env.Sci., PGCert. Env.
Mngmnt, AIEMA.

Senior Administrator and Environment Officer

Reviewed byCraig Benson BA

Finance Officer

Purpose

These meeting papers have been prepared solely as a record for the Internal Drainage Board. JBA Consulting accepts no responsibility or liability for any use that is made of this document other than by the Drainage Board for the purposes for which it was originally commissioned and prepared.

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1. Apologies for Absence

2. Declaration of Interest

3. Minutes of Meeting on 9 December 2016

Attendees:	Peter Horne (Chair)	PH
	Roni Chapman	RC
	Catherine Anderson	CA
	Neville Williams	NW
	Geoff Parker	GP
	Michael Brooke	MB
	Neville Williams	NW
	Martin Oldknow	MO
Other:	Chris McGuinness (Observer)	CMcG
Management	Craig Benson	FO
	Alison Briggs	EO
	Ian Benn	CEO

2016.33. Apologies – none received

2016.34. Declaration of Interest – none made

2016.35. Appointment of Chairman – MO proposed Peter Horne, seconded RC. No other nominations, all in agreement

2016.36. Minutes 14 October 2016 – Members agreed true record of the meeting proposed NW, seconded RC, all in agreement

2016.37. Matters arising – none. CA requested clarity on 2016.22 regarding decrease in agricultural rates and corresponding increase in special levy

2016.38. Finance-Audit-Internal – Completed 3rd annual audit and undertaken audit on Potteric Carr SSSI WLMP. CMcG noted overall assessments on both plans very good. Members agreed worthwhile distributing Thorne Moors audit to members and put both on website. **ACTION: FO to distribute and place on website.** Noted auditor commented cost of audits not included in Board budget

2016.39. Internal Audit Review meeting – Attendees advised of intention to make risk register specific for individual Boards rather than using generic register. PH noted discussions included reduction in LA finance and EA withdrawal and whether should be noted in risk register. IB advised should be termed third party contributions in risk register.

2016.40. Rating currently just over £3,056 outstanding, mainly associated with staged payments agreement. Rating officer requested write-off bad debt outstanding for over 6 years at £440.00, move annual value into different part of rating system so land is not lost and can be reintroduced when land owners were found. MO proposed following finance officer advice, all in agreement.

2016.41. Budget 2017/18 – Members reviewed income and expenditure and estimated outturn with inflationary increases. Anticipated cost of pumping stations to reduce, income will reduce correspondingly. Expenditure discussed new maintenance contract estimated figures and management contract estimated figures. When renders received and in excess could cut into reserves. Management costs based on figures advised in EUOJ because an unknown quantity until Board receives tenders. PH noted prudent approach. MO queried

confidence level of outturns. Confident with exception of pumping station costs because of weather dependency.

Capital Reserve Account – noted effect of proposed model costs. Original figures based on contract for base model, options testing and third party contributions. Reserves policy at 30%, 4.8p rate in this year incorporating possible administration cost increases etc., reserves remain close to required level. MO suggested slightly higher increase now to avoid larger increase in later years. CA asked where efficiencies could be pared down bearing in mind council budgets and had to have evidence that efficiencies looked for. FO confirmed main area was in drain maintenance however elected members confirm work done was basis of what was required particularly for DMBC council tax payers. PH advised considerable savings made when new Board formed in banking, energy suppliers, insurances. IB advised Board operates under permissive powers as does EA so could do nothing however strategically need to carry out a review of what Board does do. Should board look after strategic watercourses individual landowners could maintain riparian drains. Rationalisation includes identifying where catchments can be combined, much work done in the past piecemeal. CMcG noted Board does drain specific small areas of land with one beneficiary but clearly sensitive area of discussion. PH suggested flattening out to 5.00p, CA thought still efficiencies to be made and not comfortable with increase until all efficiencies identified. Implications for DMBC discussed on a rate increase. MO reminded DMBC collected rates on behalf of Board, was not Council monies. PH proposed Board to decide on alternatives for rate, either 4.8p and 5p. MO seconded, all in agreement

2016.42. Capital Programme – Discussed major works in pipeline up to 2025. Meeting with Christian Foster DMBC procurement and LEP funding. Greater Lincolnshire LEP made indicative allocation of £9,000,000 for IoA Strategy and reason for asking Christian Foster into office to discuss. Committee being requested to agree comprehensive asset inspection now which may string out required works. Approximate cost £5,000 per station. IB advised planned preventative maintenance has pushed back original boundaries of 25-year refurbishment and 50-year replacement. **PH proposed 2 stations p/a and to allocate monies from capital reserve to cover, management to decide which stations to undertake for 2017/18. MO seconded, all in agreement.**

2016.43. PSCA – CMcG confirmed correspondence identified two pieces of work required and because Financial Regs Management could appoint under Board regulations to appoint Contractors. Concerned that third party regularly raising questions about procurement would not be satisfied with PSCA. Contractor for first piece of work has put in price for second work. Noted PSCA required because of saving to EA using IDB represents value for money. Contractor has submitted price to EA for its consideration.

2016.44. Maintenance Contract – will be issued before Christmas for re-tendering works.

2016.45. Website – should be accessible from today. Members viewed

2016.46. Thorne Moors – pump station being built. CMcG Project Managers left Moors on basis of no contract but went back on moor still with no contract. CMcG requested EA and NE approve contract however EA not returned documents yet. Noted requirement to ensure project finished. MO noted extra works would only be done on completion of existing works and would be tendered.

2016.47. Life+ project – Noted contribution in Euros from NE will wait until January when exchange rate increases to accept.

2016.48. LoC – noted Beal Lane not DE IDB station. FO checked, advised typographic error, should read Balby Carr. GP queried cost of vehicle, to which CA contributes 60% and whether Board require 4x4 at large cost and fuel use. Does Board require this vehicle or smaller 4 x 4 van? Committee will consider at appropriate time.

2016.49. Any other Business – none

2016.50. Date of next meeting – 19 May 2017

2016.51. Hydraulic Model – FO advised cost of re-advertising whole contract through North Lincs Council and quotation received to run EU compliant tender. Management staff left the meeting allowing discussion.

2016.52. The Committee discussed the letter of 18 November 2016 from JBA Consulting and decided that the hydraulic modelling project should be re-tendered in an EU compliant process. The quotation for the project from North Lincs Council was noted; enquiry is to be made of DMBC to ascertain if they wish to offer a price to run the tender.

3.1 Matters arising not discussed elsewhere

4. Finance

4.1 Audit

4.1.1 External Audit

Information will be sent to the external auditors following Board approval of Sections 1 and 2 of the Annual Return and the Board's Financial Statements.

4.1.2 Internal Audit

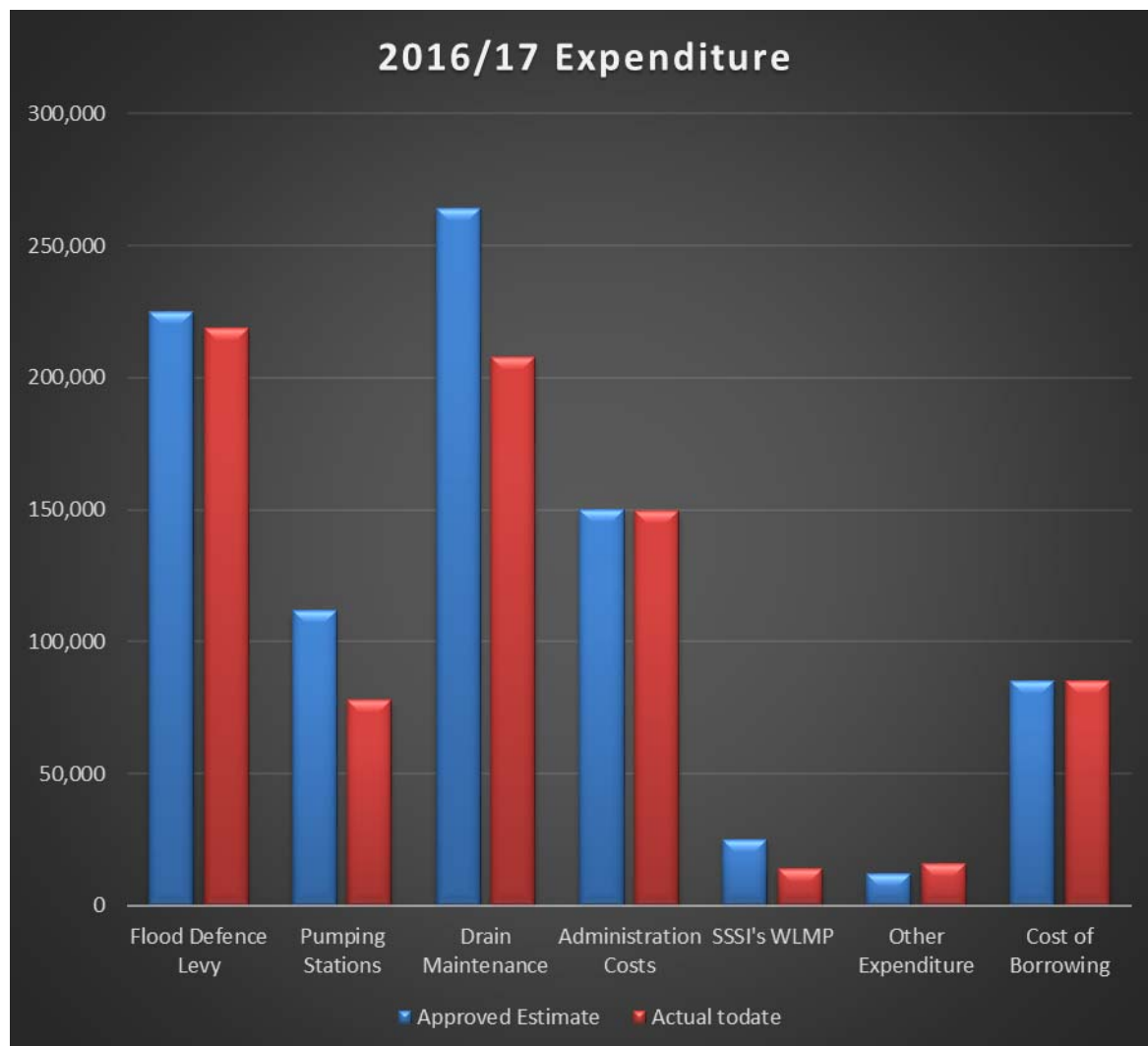
The internal audit is underway.

4.2 Accounts for the Year Ending 31 March 2017

4.2.1 Annual Return – Section 1 Annual Governance Statement

Section 1 of the Annual Return can be viewed at Appendix A

4.2.2 Budget Comparison for the Year Ending 31 March 2017



4.2.3 Accounts for the Year Ending 31 March 2017

The Accounts for the year ending 31 March 2017 are included as a separate document.

4.2.4 Annual Return – Section 2 Financial Statement

Section 2 of the annual return is also shown at Appendix A

4.3 Five Year Budget Estimate

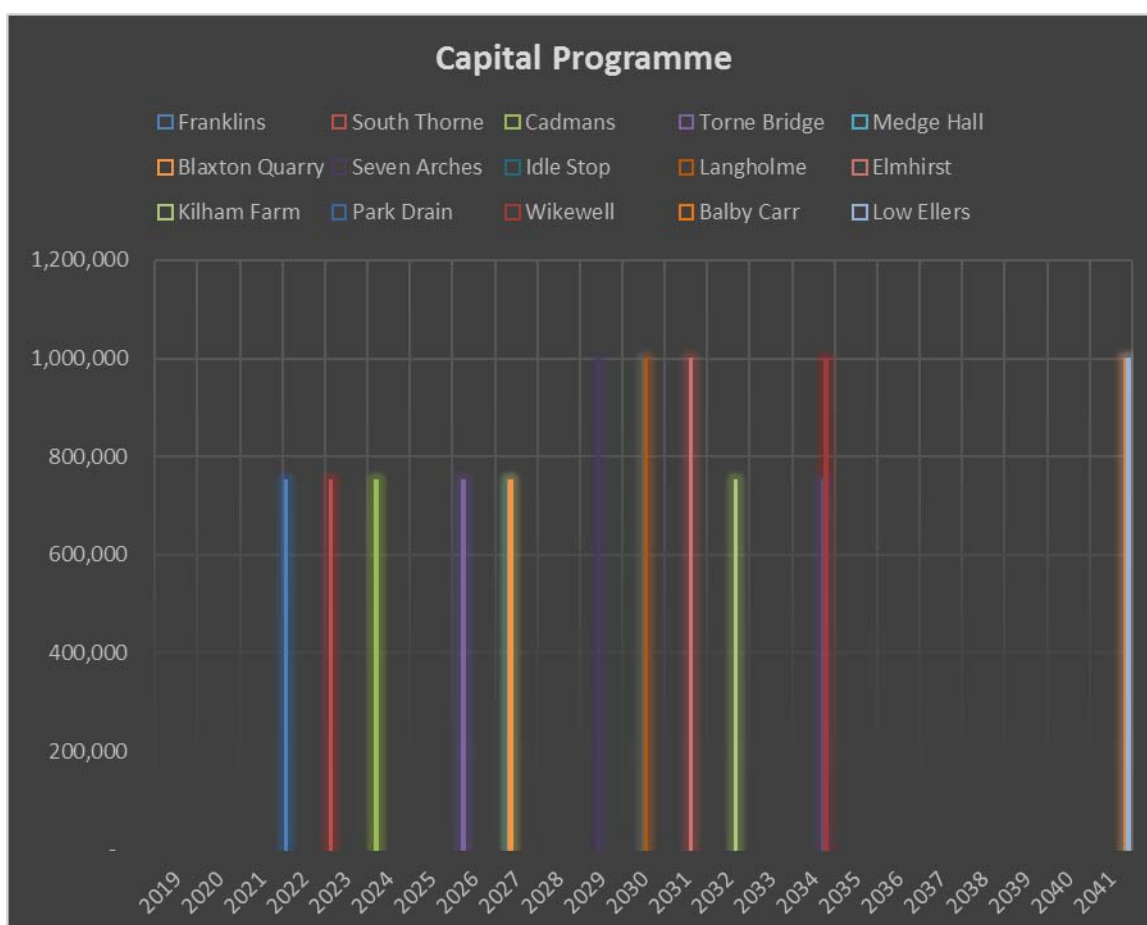
The Five-Year Budget Estimate Is shown Below.

Doncaster East IDB 5 yr Budget Estimate Plan	0		1	2	3	4	5
Income & Expenditure Account	2016/17	2017/18	2017/18	2018/19	2019/20	2020/21	2021/22
	Est	App	Estimated Out-Turn				
	Out-turn	Budget					
	£	£	£	£	£	£	£
Income							
Drainage Rates	77,859	77,909	77,909	78,729	79,549	80,369	82,009
Special Levies	655,373	655,372	655,372	662,271	669,170	676,068	689,866
Grant WLMP	13,925	15,000	15,000	-	-	-	-
Contribution to Pumping stations	41,080	57,430	57,430	59,153	60,927	62,755	64,638
Other Contributions	28,125	10,650	10,650	10,970	11,299	11,638	11,987
New and Improvement Works	21,040	-	-	-	-	-	-
Other recoverable items	38,594	42,165	42,165	43,430	44,733	46,075	47,457
Bank Interest	762	2,000	2,000	1,800	1,800	1,800	1,800
Total Income	876,758	860,526	860,526	856,352	867,478	878,705	897,757
Expenditure							
Environment Agency Precept	218,880	225,000	218,880	218,880	218,880	218,880	218,880
Administration Costs	149,295	149,835	149,835	154,330	158,960	163,729	168,641
Capital Works	-	-	-	-	-	-	-
Drain Maintenance	207,852	235,500	235,500	242,565	249,842	257,337	265,057
Maintenance of Pumping Stations	77,872	111,500	111,500	114,845	118,290	121,839	125,494
SSSi WLMPs	13,925	15,000	15,000	-	-	-	-
Other Expenditure	15,883	-	-	-	-	-	-
Loan Repayments:-	85,191	85,191	85,191	85,191	85,191	85,191	85,191
New Loans	-	-	-	-	-	-	-
Total Expenditure	768,898	822,026	815,906	815,811	831,163	846,976	863,263
Surplus/(Deficit)	107,860	38,500	44,620	40,541	36,314	31,729	34,494
Balance Brought Forward	366,144	394,462	449,004	468,624	492,166	518,480	550,209
Transfer to Cap Res Acc	25,000	25,000	25,000	17,000	10,000	-	40,000
Balance Carried Forward	449,004	407,962	468,624	492,166	518,480	550,209	544,703
Capital Reserve Account	148,234	74,152	81,506	38,506	45,006	40,006	70,006
Commuted Sum Accounts	75,900	76,200	76,200	76,500	76,800	77,100	77,400
Penny Rate in £	4.75p	4.75p	4.75p	4.80p	4.85p	4.90p	5.00p
Penny Rate £154,375	58.40%	49.63%	57.44%	60.33%	62.38%	64.96%	63.10%

	2016/17	2017/18	2017/18	2018/19	2019/20	2020/21	2021/22
	Est	App	Estimated	Out-Turn			
	Out-turn	Budget					
	£	£	£	£	£	£	£
Capital Reserve Account							
Income							
Interest	258	-	-	-	-	-	-
Wikewell PS proposed access	3,996	-	-	-	-	-	-
Wikewell PS Telemetry Refurbishment	3,513	27,078	-	-	-	-	-
Catchment Modelling- Contribution	1,065	98,429	125,507	-	-	-	-
Total Income	8,832	125,507	125,507	-	-	-	-
Expenditure							
Asset Inspections	-	-	-	-	-	5,000	5,000
Asset Management	-	-	-	-	1,500	-	-
Research & Development	-	-	-	-	-	-	-
Website Design	-	-	-	-	-	-	5,000
ICT Equipment & Software	-	27,078	-	-	2,000	-	-
Catchment Modelling	1,065	156,857	183,935	-	-	-	-
Wikewell PS Proposed Access	4,440	-	-	-	-	-	-
Wikewell PS Telemetry Refurbishment	3,904	-	-	-	-	-	-
Pumping Station Refurbishment	-	33,300	33,300	60,000	-	-	-
Total Income	9,409	217,235	217,235	60,000	3,500	5,000	10,000
Surplus/(Deficit)	(577)	(91,729)	(91,728)	(60,000)	(3,500)	(5,000)	(10,000)
Balance Brought Forward	123,811	140,880	148,234	81,506	38,506	45,006	40,006
Transfer from Revenue	25,000	25,000	25,000	17,000	10,000	-	40,000
Balance Carried Forward	148,234	74,152	81,506	38,506	45,006	40,006	70,006

4.4 Capital Programme

The Capital Program is shown below.



4.5 Hydraulic Modelling of Board District

The updated specification for the model was provided to North Lincolnshire Council Procurement on 24th January 2017 for Invitation to Tender with the Chairman as the point of contact moving forwards. The ITT is currently placed on hold by the Board.

The necessary forms to reallocate the £40,000 contribution from local levy into 2017/18 have been completed and the Board has received confirmation from the Environment Agency that this has been approved.

4.6 Maintenance Contract

This has been awarded. A pre-start meeting with the contractors will be organised accordingly. The tendered value for year 1 of the contract is £154,596.80.

4.7 Thorne, Crowle & Moors SSSI WLMP

4.7.1 Project Update

The majority of works are now complete on the site. The final payments include finishing off the M&E works of the pumping station and final retention payments to all contractors. It is anticipated that the scheme will be delivered under budget and that an application will need to be made to the Environment Agency to undertake additional works on the moors to use up the surplus funding. Please find in Appendix B a letter received from the Environment Agency with respect to the use of the surplus funding. A meeting has been held with the Internal Auditors and Natural England with regard to the Agency's request. This will be reported upon at the meeting.

4.7.2 Spend Profile

The Spend Profile is shown below.

Thorne, Crowle & Goole Moors SSSI WLMP Spend Profile	Estimated Final Costs	Estimated Final Contributions	Estimated Final Net Expenditure	EA Grant Approved	Expenditure to date to 30-Apr-17	Contributions To date to 30-Apr-17	Net Expenditure to date to 30-Apr-17	EA Grant balance 30-Apr-17
Environmental Statement	£100,543	£10,542	£90,001	£90,000	£100,543	£10,542	£90,001	-£1
Design and Appraisal	£477,864	£10,145	£467,719	£514,400	£470,504	£10,145	£460,359	£54,041
Construction Works	£2,192,497	£56,255	£2,136,242	£2,329,600	£1,878,764	£56,255	£1,822,509	£507,091
Contingencies	-	-	-	-	-	-	-	-
TOTALS	£2,770,903	£76,942	£2,693,962	£2,934,000	£2,449,811	£76,942	£2,372,870	£561,130

Thorne, Crowle & Goole Moors SSSI WLMP Spend Profile	Actual Expenditure 2016/17				Estimated Expenditure 2017/18				Estimated EA Grant
	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Final Balance
	apr to jun	Jul to sep	Oct to Dec	Jan to Mar	apr to jun	Jul to sep	Oct to Dec	Jan to Mar	
Environmental Statement	-	£7,462	£0	290	-	-	-	-	-£1
Design and Appraisal	£1,027	£32,028	£14,468	£3,321	4,196	-	4,000	-	£46,681
Construction Works	£169,130	£68,635	£204,570	£506,237	407,629	-	-	22,244	£193,358
Contingencies	-	-	-	-	-	-	-	-	-
	£170,157	£108,125	£219,038	£509,848	£411,825	£0	£4,000	£22,244	
TOTALS	Year Total				Year Total				£240,038

The current project forecast indicates that the final total expenditure on the scheme is estimated to be	£2,770,903
The project has generated contributions from various sources to a current value of	£76,942
This contribution figure is expected to increase with the addition of any further bank interest gained.	
The estimated net final expenditure figure is £2,693,962 and is less than the EA approved figure of	£2,934,000
In summary it is envisaged that the scheme will be under budget by	£240,038
The project has to date incurred expenditure of	£2,449,811
and income of	£76,942
This results in a net expenditure to date of	£2,372,870
The maximum amount of EA grant to spend is	£561,130
However the Environment Agency are looking for efficiency savings on this scheme.	
It has been confirmed by the EA that savings can also include reinvesting unspent monies on the project to deliver more.	
Natural England and the WLMP Steering Group have identified a number of additional works for this purpose	
The spend profile over the next six months shows how this remaining grant money is to be spent.	
In summary, it is estimated that the total expenditure for 2016/17 is	£1,007,168
The estimated expenditure in 2017/18 excluding any additional works is	£438,069
Which confirms the underspend of	£240,038 (which can be used on identified and agreed additional works)
The monies left will be used for works on the ground and Project Management, Design and site supervision costs.	
It is envisaged that the additional works would be undertaken during 2017/18 and after the original scope of works are complete.	

4.7.3 Life+ Project

Officers continue to liaise closely with Natural England with regard to this project and the link to the Thorne, Crowle and Goole Moors SSSI WLMP.

4.8 List of Payments

Schedules of all payment made since those reported at the last meeting can be found below.

4.8.1 Payments made by cheque

Current Account:

DATE		CHEQUE	REF	PAYEE	DESCRIPTION	TOTAL	
		NO.				CHEQUE	
						£	
2016							
Dec	1st	000056	225	ADA	Conference Fees	134.40	*
		000057	234	Black Drain DB	Marshland Road Area - Annual Contribution	2,500.00	*
		000058	236	Danvm Drainage Commissioners	Website Development, etc.	1,286.96	*
	9th	000059	219	Brodericks GBC	Potteric Carr SSSI - Internal Audit Fee	4,050.00	
		000060	226,242	DC Bichan	Maintenance Contract	42,542.78	
		000061	224	Environment Agency	Flood Defence Levy	54,720.00	
		000062	214	JBA Bentley Limited	Management Fees - November	11,912.83	
2017							
Jan	18th	000063	257	Colwill Contracting	Maintenance Contract	41,611.17	
		000064	249	JBA Consulting	Fee Account - Potteric Carr SSSI	1,184.50	
		000065	242,278	JBA Bentley Limited	Management Fees - December & January	23,738.51	
Feb	10th	000066	284	DC Bichan	Maintenance Contract	21,340.54	
		000067	290	JBA Consulting	Fee Account - BAP Implementation	117.98	
Mar	2nd	000068	302	JBA Consulting	Fee Account - Water Level Management Strategies	1,278.06	
		000069	303	JBA Bentley Limited	Management Fee - February	12,249.79	
	31st	000070	336,340	DC Bichan	Maintenance Contract, etc.	5,573.93	
		000071		JBA Consulting	Fee Accounts: -		
			321		BAP Implementation	415.97	
			337		Wikewell PS Access Route	4,848.00	
		000072	333	JBA Bentley Limited	Management Fee - March	11,825.89	
Apr	13th	000073	2-6,8-11,14	Towergate Insurance	Insurances	18,532.28	
		000074	1	Environment Agency	Flood Defence Levy	54,720.00	
	27th	000075	356	Ebsford Environmental Ltd	Maintenance Contract	15,343.51	
		000076	15	JBA Bentley Limited	Management Fees - April	12,370.30	
				Total amount of all Cheques		342,297.40	
				* Total amount of Cheques sent out signed by the Clerks only		3,921.36	

Thorne Moore WLMP Account:

DATE		CHEQUE NO.	REF	PAYEE	DESCRIPTION	TOTAL CHEQUE £
2016						
Dec	9th	0000000035	220	Brodericks GBC	Audit Fee	4,782.00
		0000000036	216,227,243	JBA Consulting	Professional Services	40,416.42
		0000000037	244-6	North Midland Construction	Thorne Moors Pumping Station	168,672.85
2017						
Jan	18th	0000000038	267	G Fillingham & Sons	Plant & Labour Hire	108,385.50
		0000000039	269	JBA Consulting	Professional Services	8,061.40
		0000000040	272-3	North Midland Construction	Thorne Moors Pumping Station	79,111.13
		0000000041	251	Northmoor Plant	Thorne Moors Pumping Station	13,166.83
Feb	10th	0000000042	301	G Fillingham & Sons	Plant & Labour Hire	89,366.86
		0000000043	294,300	North Midland Construction	Thorne Moors Pumping Station	55,449.32
		0000000044	295-6	Northmoor Plant	Thorne Moors Pumping Station	19,008.02
		0000000045	298-9	JBA Consulting	Professional Services	13,556.60
Mar	2nd	0000000046	308-11	Field Archaeological Specialists Ltd	Archaeological Watching Brief	3,978.00
		0000000047	320	G Fillingham & Sons	Plant & Labour Hire	3,757.64
		0000000048	314	Site Investigation Services	Maintenance	768.00
	31st	0000000049	333	Field Archaeological Specialists Ltd	Archaeological Watching Brief	306.00
		0000000050	334	JBA Consulting	Professional Services	12,909.65
		0000000051	339	M Gould (Scunthorpe) Ltd	Thorne Moors Pumping Station	9,126.92
		0000000052	343-4	North Midland Construction	Thorne Moors Pumping Station	67,588.80
		0000000053	342	RS Hydro Ltd	FlowView hosting Fee	606.00
Apr	13th	0000000054	354,15-17	G Fillingham & Sons	Plant & Labour Hire	18,316.27
		0000000055	343,13	JBA Consulting	Professional Services	12,561.05
		0000000056	18-19	North Midland Construction	Thorne Moors Pumping Station	119,006.74
		0000000057	347	Northmoor Plant	WLMP Implementation	126,675.34
				Total amount of all Cheques		975,577.34
				* Total amount of Cheques sent out signed by the Clerks only		0.00

4.8.2 Payments Made Directly from the Bank Account

Current Account:

DATE		REF	PAYEE	DESCRIPTION	Amount	
2016					£	
Nov	22nd	230	Land Registry	Land Registry Searches	15.00	*
	23rd	226	Allstar Fuel Card Services	Fuel Account	57.97	*
	25th	-	Scottish Widows	Pension Contributions	118.67	*
		-	Workforce	Wages	2,600.16	*
	29th	231	Land Registry	Land Registry Searches	18.00	*
	30th	227	Allstar Fuel Card Services	Fuel Account	65.57	*
Dec	1st	218	Lloyds TSB Commercial	Business Card		
				Medical Screenings	84.00	*
				Card Fee	32.00	*
	2nd	-	Lloyds Bank plc	Bank Fees	10.91	*
	6th	240	Land Registry	Land Registry Searches	6.00	*
		221	3 Business Services	Mobile Broadband	39.97	*
	7th	237	Allstar Fuel Card Services	Fuel Account	58.29	*
	13th	250	Land Registry	Land Registry Searches	26.00	*
	14th	241	Secure Trading	Card Transaction Charges	17.98	*
		244	Lloyds TSB Cardnet	Cardnet Fees	40.03	*
		247	Allstar Fuel Card Services	Fuel Account	59.80	*
	19th	-	HMRC	PAYE/NI	740.68	*
	20th	254	Land Registry	Land Registry Searches	3.00	*
		236	Dawsonrental Vans Ltd	Vehicle Hire	627.43	*
		245	Woldmarsh Producers Ltd	Supply to Wikewell PS	338.00	*
				Supply to Park Drain PS	420.17	*
				Supply to Low Ellers PS	819.62	*
				Supply to Kirton Lane PS	22.33	*
				Supply to Low Hassocks PS	52.76	*
				Supply to Torne Bridge PS	20.87	*
				Supply to Blaxton Quarry PS	37.61	*
				Supply to Cadmans Drain PS	23.34	*
				Supply to Franklins Drain PS	25.22	*
				Supply to Seven Arches PS	127.72	*
				Vodafone	168.87	*
	21st	253	Allstar Fuel Card Services	Fuel Account	67.05	*
	22nd	-	Workforce	Wages	2,584.96	*
	28th	263	Allstar Fuel Card Services	Fuel Account	32.99	*
		-	Scottish Widows	Pension Contributions	118.67	*
	30th	-	Lloyds Bank plc	Bank Fees	11.61	*
2017						
Jan	4th	264	Allstar Fuel Card Services	Fuel Account	61.15	*
	5th	246	3 Business Services	Mobile Broadband	40.08	*
	10th	270	Land Registry	Land Registry Searches	3.00	*
	11th	262	Allstar Fuel Card Services	Fuel Account	66.96	*
	16th	259	ADA	Annual Subscription	4,844.40	*
		265	Controlstar Systems Ltd	Telemetry Maintenance Contract	3,549.60	*
		248,239	Danvm Drainage Commissioners	Website Developmetn, etc.	356.01	*
		260	ID Spares & Service Ltd	Wikewell PS - Weedscreen Cleaner Maintenance	124.22	*
		252	Joe Green	Expenses	9.60	*

Jan	16th	243	JW Bichan	Maintenance	326.40	*
		271	Lincoln Electrical Services	Low Ellers PS - Electrical Maintenance	345.00	*
		256	RS Hydro Ltd	Thorne Moors WLMP	39.60	*
		275	Secure Trading	Card Transaction Charges	17.98	*
		258	Lloyds TSB Cardnet	Cardnet Fees	30.50	*
	17th	280	Land Registry	Land Registry Searches	12.00	*
		-	HMRC	PAYE/NI	740.88	*
	18th	279	Allstar Fuel Card Services	Fuel Account	62.17	*
	20th	266	Dawsonrental Vans Ltd	Vehicle Hire	648.33	*
		261	Woldmarsh Producers Ltd	Supply to Balby Carr PS	2,321.36	*
				Supply to Langholme PS	346.84	*
				Supply to Medge Hall PS	420.70	*
				Supply to Park Drain PS	663.88	*
				Supply to Parsons Carr PS	100.29	*
				Supply to Sandall Grange PS	78.96	*
				Supply to South Thorne PS	197.85	*
				Supply to Wikewell PS	715.19	*
				Vodafone	172.26	*
	23rd	255	Public Works Loan Board	Loan Repayment	10,298.70	*
	24th	285	Land Registry	Land Registry Searches	3.00	*
	25th	283	Allstar Fuel Card Services	Fuel Account	69.38	*
		-	Scottish Widows	Pension Contributions	118.67	*
		-	Workforce	Wages	2,459.16	*
	31st	287	Land Registry	Land Registry Searches	33.00	*
Feb	1st	291	Crystal Ball Ltd	Vehicle Tracking	70.20	*
		286	Allstar Fuel Card Services	Fuel Account	64.18	*
		274	Public Works Loan Board	Loan Repayment	15,964.11	*
	3rd	-	Lloyds Bank plc	Bank Fees	11.72	*
	6th	277	3 Business Services	Mobile Broadband	40.27	*
	7th	288	Danvm Drainage Commissioners	Parsons Carr - Electrical Maintenance	349.97	*
		276	Inter-Lec Ltd	Balby Carr PS - Pump Maintenance	3,120.00	*
		293	Land Registry	Land Registry Searches	15.00	*
		-	HMRC	PAYE/NI	740.68	*
	10th	268	Information Commissioner	Data Protection Fee	35.00	*
		281	Public Works Loan Board	Loan Repayment	13,388.63	*
	13th	282	Public Works Loan Board	Loan Repayment	2,944.15	*
	14th	312	Land Registry	Land Registry Searches	9.00	*
		296	Secure Trading	Card Transaction Charges	17.98	*
		289	Lloyds TSB Cardnet	Cardnet Fees	30.50	*
	20th	292	Dawsonrental Vans Ltd	vehicle Tracking	648.33	*
		305	Woldmarsh Producers Ltd	Supply to Park Drain PS	637.03	*
				Supply to Wikewell PS	535.18	*
				Supply to Balby Carr PS	911.20	*
				Supply to Medge Hall PS	346.82	*
				Supply to Parsons Carr PS	45.48	*
				Supply to Sandall Grange PS	41.57	*
				Supply to Kilham Farms PS	85.68	*
				Membership Fees	165.64	*
	21st	313	Land Registry	Land Registry Searches	6.00	*
	22nd	306	Allstar Fuel Card Services	Fuel Account	70.93	*
	24th	-	Workforce	Wages	2,558.46	*

Feb	27th	317	Land Registry	Land Registry Searches	51.00	*
		-	Scottish Widows	Pension Contributions	118.67	*
	28th	318	Land Registry	Land Registry Searches	18.00	*
Mar	1st	316	Allstar Fuel Card Services	Fuel Account	67.96	*
	3rd	-	Lloyds Bank plc	Bank Fees	13.86	*
	6th	315	Lloyds TSB Commercial	Business Card	58.62	*
	8th	304	3 Business Services	Mobile Broadband	40.27	*
		322	Allstar Fuel Card Services	Fuel Account	67.73	*
	14th	326	Secure Trading	Card Transaction Charges	17.98	*
		320	Lloyds TSB Cardnet	Cardnet Fees	30.50	*
	15th	332	Allstar Fuel Card Services	Fuel Account	69.35	*
	16th	-	HMRC	PAYE/NI	740.88	*
	20th	307,319	Danvm Drainage Commissioners	Cuckoo Lane PS - Electrical Maintenance, etc.	561.21	*
		342	H Burtwistle & Son	Contribution to Access Road Maintenance	240.00	*
		331	ID Spares & Service Ltd	Balby Carr PS - Weedscreen Maintenance	169.87	*
		329-30	Ian Morley	Expenses	80.00	*
		325	Lincoln Electrical Services	Elmhurst PS - Weedscreen Maintenance	327.60	*
		323	Dawsonrental Vans Ltd	Vehicle Hire	585.60	*
		327	Woldmarsh Producers Ltd	Supply to Balby Carr PS	890.56	*
				Supply to Blaxton Quarry PS	230.10	*
				Supply to Cadmans Drain PS	177.32	*
				Supply to Franklins Drain PS	91.08	*
				Supply to High Levels PS	256.86	*
				Supply to Idle Stop PS	153.50	*
				Supply to Kirton Lane PS	281.62	*
				Supply to Low Ellers PS	1,601.89	*
				Supply to Medge Hall PS	332.70	*
				Supply to Park Drain PS	621.92	*
				Supply to Parsons Carr PS	60.39	*
				Supply to Sandall Grange PS	46.61	*
				Supply to Seven Arches PS	549.04	*
				Supply to Torne Bridge PS	91.22	*
				Supply to Wikewell PS	554.74	*
				Vodafone	333.80	*
	21st	338	Land Registry	Land Registry Searches	3.00	*
	22nd	334	Allstar Fuel Card Services	Fuel Account	64.36	*
	24th	-	Workforce	Wages	2,522.16	*
	27th	-	Scottish Widows	Pension Contributions	118.67	*
	29th	341	Allstar Fuel Card Services	Fuel Account	86.29	*
	31st	-	Lloyds Bank plc	Bank Fees	2.25	*
Apr	4th	345	Land Registry	Land Registry Searches	6.00	*
	5th	328	3 Business Services	Mobile Broadband	40.18	*
		344	Allstar Fuel Card Services	Fuel Account	64.61	*
	11th	355	Danvm Drainage Commissioners	Lone Work Monitoring	76.18	*
		346	North Lincolnshire Council	Maintenance Contract Procurement Fee	3,330.00	*
		349	Yorkshire Wildlife Trust	Balby Carr PS - Skip Hire	366.50	*
	12th	12	Allstar Fuel Card Services	Fuel Account	67.28	*
		-	B&CE Holdings	Pension Scheme - Initial Set-up Fee	360.00	*
	18th	348	Secure Trading	Card Transaction Charges	17.98	*
		350	Lloyds TSB Cardnet	Cardnet Fees	30.50	*
	19th	351-2	Torne Valley	Tools & Equipment	64.03	*

Apr	19th	18	Land Registry	Land Registry Searches	3.00	*
		17	Allstar Fuel Card Services	Fuel Account	70.79	*
		-	HMRC	PAYE/NI	740.68	*
	20th	342	Dawsonrental Vans Ltd	Vehicle Hire	648.33	*
		353	Woldmarsh Producers Ltd	Balby Carr PS - Meter Operator Service	168.00	*
				Idle Stop PS - Meter Operator Service	168.00	*
				Medge Hall PS - Meter Operator Service	168.00	*
				Parsons Carr PS - Meter Operator Service	168.00	*
				Sandall Grange PS - Meter Operator Service	168.00	*
				Supply to Balby Carr PS	959.12	*
				Supply to Elmhurst PS	1,181.03	*
				Supply to Huxterwell PS	1,109.31	*
				Supply to Idle Stop PS	35.64	*
				Supply to Langholme PS	991.09	*
				Supply to Medge Hall PS	676.06	*
				Supply to Park Drain PS	920.68	*
				Supply to Parsons Carr PS	95.95	*
				Supply to Sandall PS	59.42	*
				Supply to South Thorne PS	479.80	*
				Supply to Wikewell PS	778.31	*
				Vodafone	-172.26	*
	25th	-	Scottish Widows	Pension Contributions	118.69	*
		-	Workforce	Wages	2,474.72	*
	26th	22	Allstar Fuel Card Services	Fuel Account	59.74	*
May	3rd	26	Allstar Fuel Card Services	Fuel Account	69.78	*
	8th	18	Controlstar Systems Ltd	Telemetry Maintenance Contract	3,549.60	*
		355	Danvm Drainage Commissioners	Lone Work Monitoring	71.98	*
		21	G Fillingham & Sons	Thorne Moors WLMP	720.00	*
		25	John H Pickup & co	Valuation - Land at Bessacarr	288.00	*
		20	P & A Financial Services Ltd	Legal Advice - Autoenrollment	198.75	*
		28	SmartWater Technology Ltd	SmartWater Licenc	180.00	*
		16	3 Business Services	Mobile Broadband	40.38	*
	10th	30	Allstar Fuel Card Services	Fuel Account	57.46	*
	15th	33	Secure Trading	Card Transaction Charges	17.98	*
		37	Lloyds TSB Cardnet	Cardnet Fees	74.47	*
			Total		115,715.02	
			*Total of Direct Debits and Payments Approved by the Clerk Only		115,715.02	

Thorne Moore WLMP Account:

None to Report

5. Date of Next Meeting

13 October 2017 (tbc)
8 December 2017 (tbc)

6. Appendix A – Sections of the Annual Return

The Governance Statement (Section 1) and the Account Statements (Section 2) are shown below for consideration by the Committee.

Section 1 – Annual governance statement 2016/17

We acknowledge as the members of:

Enter name of

smaller authority here:

DONCASTER EAST INTERNAL DRAINAGE BOARD

our responsibility for ensuring that there is a sound system of internal control, including the preparation of the accounting statements. We confirm, to the best of our knowledge and belief, with respect to the accounting statements for the year ended 31 March 2017, that:

	Agreed			'Yes' means that this smaller authority:
	Yes	No*		
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.				prepared its accounting statements in accordance with the Accounts and Audit Regulations
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	✓			made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.
3. We took all reasonable steps to assure ourselves that - there are no matters of actual or potential non-compliance with laws, regulations and proper practices that could have a significant financial effect on the ability of this smaller authority to conduct its business or on its finances.	✓			has only done what it has the legal power to do and has complied with proper practices in doing so
4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations	✓			during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts
5. We carried out an assessment of the risks facing this smaller authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	✓			considered the financial and other risks it faces and has dealt with them properly.
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.	✓			arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of this smaller authority
7. We took appropriate action on all matters raised in reports from internal and external audit.	✓			responded to matters brought to its attention by internal and external audit.
8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this smaller authority and, where appropriate have included them in the accounting statements.	✓			disclosed everything it should have about its business activity during the year including events taking place after the year-end if relevant.
9. (For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit	Yes	No	NA	has met all of its responsibilities where it is a sole managing trustee of a local trust or trusts.

This annual governance statement is approved by this smaller authority on

Signed by Chair at meeting where approval is given:

and recorded as minute reference

SIGNATURE

*Note Please provide explanations to the external auditor on a separate sheet for each 'No' response. Describe how this smaller authority will address the weaknesses identified.

Section 2 – Accounting statements 2016/17 for

Enter name of
smaller authority here:

DONCASTER EAST INTERNAL DRAINAGE BOARD

	Year ending		Notes and guidance
	31 March 2016 £	31 March 2017 £	
1. Balances brought forward	491448	565573	Please round all figures to nearest £1. Do not leave any boxes blank and report £0 or Nil balances. All figures must agree to underlying financial records.
2. (+) Precept or Rates and Levies	723462	733232	Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.
3. (+) Total other receipts	609876	1159686	Total amount of precept (or for IDBs, rates and levies) received or receivable in the year. Exclude any grants received.
4. (-) Staff costs	39678	41355	Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.
5. (-) Loan interest/capital repayments	85191	85191	Total expenditure or payments made to and on behalf of all employees. Include salaries and wages, PAYE and NI (employees and employers), pension contributions and employment expenses.
6. (-) All other payments	1134344	1658931	Total expenditure or payments of capital and interest made during the year on the smaller authority's borrowings (if any).
7. (=) Balances carried forward	565573	673014	Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).
8. Total value of cash and short term investments	2090763	1423721	Total balances and reserves at the end of the year. Must equal (1+2+3) – (4+5+6)
9. Total fixed assets plus long term investments and assets	3202055	1518954	The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – To agree with bank reconciliation.
10. Total borrowings	736775	685507	This cell shows the value of all the property the authority owns. It is made up of its fixed assets and long-term investments.
11. (For Local Councils Only) Disclosure note re Trust funds (including charitable)	Yes	No	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).
			The Council acts as sole trustee for and is responsible for managing Trust funds or assets. N.B. The figures in the accounting statements above do not include any Trust transactions.

I certify that for the year ended 31 March 2017 the accounting statements in this annual return present fairly the financial position of this smaller authority and its income and expenditure, or properly present receipts and payments, as the case may be.

Signed by Responsible Financial Officer:



Date

25/05/2017

I confirm that these accounting statements were approved by this smaller authority on:

DD/MM/YYYY

and recorded as minute reference:

MINUTE REFERENCE

Signed by Chair at meeting where approval is given:

SIGNATURE

7. Appendix B – Environment Agency Letter

Craig Benson
Epsom House,
Chase Park,
Redhouse Interchange,
Doncaster,
DN6 7FE



Date: 9 May 2017
Our Ref: TRC003I/000A/230A – Thorne, Crowle and Goole Moors

Dear Craig Benson

The Environment Agency view on the unspent grant funds is as follows. The expenditure of the spare funding is allowed as long as it is for projects in line with the original scheme. Determining how this expenditure matches up to the original outline of the scheme is for the IDB internal auditors to decide. As such the Environment Agency will not ask for the funding to be returned or any paperwork to explain what it is being spent on. It is required however that you submit an FCRM 5 form providing a final statement of account for all expenditure, and an FCRM 8 form to officially close the project.

Yours sincerely

Victoria J Brown

Flood & Coastal Risk Management Officer,
Partnership and Strategic Overview Team,
Environment Agency, Scarrington Road, West Bridgford, Nottingham, NG2 5BR



Shire

Group of IDBs

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Thirsk
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Warrington**

