

NORDELPH INTERNAL DRAINAGE BOARD

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14th June 2023

Dear Board Members

I enclose the Agenda for the Virtual Meeting of the Board to be held at 10.30am on Friday 23rd June 2023.

Please telephone or e-mail to confirm whether or not you will be attending the meeting as soon as possible.

Yours truly

P BURROWS

Clerk to the Board

To the Chairman and the Members of the Nordelph Internal Drainage Board

A G E N D A

1. Apologies for absence

2. Declarations of Interest

Members to declare any interests relating to the agenda.

3. Annual Governance Statement – 2022/2023

To review and complete the Annual Governance Statement.

(Copy page 3)

4. Annual Accounts of the Board - 2022/2023

To consider the Annual Accounts and bank reconciliation for the year ended on the 31st March 2023 and the completion of Section 2 of the Annual Return as required in the Audit Regulations.

(Copy pages 4 - 7)

5. Date of next Meeting

The Clerk will remind members that the next meeting of the Board will be held on Wednesday 13th March 2024.

Section 1 – Annual Governance Statement 2022/23

We acknowledge as the members of:

NORDELPH INTERNAL DRAINAGE BOARD

our responsibility for ensuring that there is a sound system of internal control, including arrangements for 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 2023, that:

	Agreed		Yes means that this 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 authority to conduct its business or manage 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 authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	✓		considered and documented the financial and other risks it faces and 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 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	N/A
			has met all of its responsibilities where, as a body corporate, it is a sole managing trustee of a local trust or trusts.

*Please provide explanations to the external auditor on a separate sheet for each 'No' response and describe how the authority will address the weaknesses identified. These sheets must be published with the Annual Governance Statement.

This Annual Governance Statement was approved at a meeting of the authority on:

and recorded as minute reference:

Signed by the Chairman and Clerk of the meeting where approval was given:

Chairman

Clerk

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NORDELPH INTERNAL DRAINAGE BOARD
ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2023

GENERAL FUND

2023			2022		
Mar-31	Payments made during the year:-		Apr-01	Balance brought forward	27,665.12
	Precept	1,742.07	2023		
	Insurances	457.16	Mar-31	Rate income & Special levy	22,302.50
	Repairs & Renewals	836.44		Interest on Deposit Accounts	0.59
	Fuel	859.30		Write-back of provision	142.75
	Drainworks	2,557.50		Transfer from Pump Replacement Fund	21,151.43
	Pumping & District Officer's expenses	4,164.50			
	Administration charge, Audit fee, printing, stationery, advertising etc	<u>5,810.83</u>			
		14,685.73			
	Pump replacement	21,151.43			
	To Public Works Loan Repayment - Principal	1,072.65			
	Interest	<u>395.00</u>			
		1,467.65			
	Transfer to Pump Replacement Fund	2,000.00			
	Balance carried forward	30,215.51			
		<u>71,262.39</u>			<u>71,262.39</u>

BALANCE SHEET

Capital Section

Liabilities

Capital Provisions	266,072.65
Public Works Loan	23,927.35

Assets

Pumping Station Site (Valuation)	290,000.00
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Revenue Section

General Fund	30,215.51
Pump Replacement Fund	8,851.41
Sundry Creditors	5,247.33

Ratepayers account (Arrears)	1,020.93
Value added tax - Refunds due	802.92
Sundry Debtors	447.75
Balance in hand -	
Barclays - Treasurer's Account	41,342.53
National Savings - Treasurer's Account	700.12
	<u>42,042.65</u>
	<u>334,314.25</u>

334,314.25

Nordelph Internal Drainage Board**Summary of Bank Reconciliations as at 31st March 2023****Treasurers Account 2022/2023**

1st April 2022			31st March 2023	
Balance brought forward	30,395.92		Payments made during the year	41,713.07
			Returned Direct Debits	804.69
31st March 2023				
Receipts during the year				
Clerk's collection account	53,464.37			
Interest on deposit accounts	<u>0.00</u>	53,464.37	Balance carried forward	41,342.53
		<u>83,860.29</u>		<u>83,860.29</u>

National Savings - Treasurers Account 2022/2023

1st April 2022			31st March 2023	
Balance brought forward	699.47		Payments made during the year	0.00
31st March 2023				
Interest on deposit accounts	<u>0.65</u>		Balance carried forward	700.12
		<u>700.12</u>		<u>700.12</u>

Barclays Bank PLC**Clients Premium Account**

Balance per Statement as at 31st March 2023	41,342.53
Less unpresented cheques	0.00
O/S lodgement	0.00
Balance per Trial Balance	<u>41,342.53</u>

Cash balances as at 31st March 2023**Barclays Bank PLC**

Clients Premium Account	41,342.53
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National Savings

Investment Account per passbook	700.12
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<u>Total reconciled cash balances per accounts</u>	<u>42,042.65</u>
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Section 2 – Accounting Statements 2022/23 for

NORDELPH INTERNAL DRAINAGE BOARD

	Year ending		Notes and guidance
	31 March 2022 £	31 March 2023 £	
1. Balances brought forward	37,167	30,668	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.
2. (+) Precept or Rates and Levies	20,635	22,303	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.
3. (+) Total other receipts	2	25,143	Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.
4. (-) Staff costs	0	0	Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.
5. (-) Loan interest/capital repayments	0	1,468	Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).
6. (-) All other payments	27,136	37,579	Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).
7. (=) Balances carried forward	30,668	39,067	Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).
8. Total value of cash and short term investments	31,095	42,043	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.
9. Total fixed assets plus long term investments and assets	290,000	290,000	The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.
10. Total borrowings	0	23,927	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).

For Local Councils Only	Yes	No	N/A	
11a. Disclosure note re Trust funds (including charitable)				The Council, as a body corporate, acts as sole trustee and is responsible for managing Trust funds or assets.
11b. Disclosure note re Trust funds (including charitable)				The figures in the accounting statements above do not include any Trust transactions.

I certify that for the year ended 31 March 2023 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority.

Signed by Responsible Financial Officer before being presented to the authority for approval

Date

12th June 2023

I confirm that these Accounting Statements were approved by this authority on this date:

as recorded in minute reference:

Signed by Chairman of the meeting where the Accounting Statements were approved

Nordelph IDB**Reconciliation between statement of accounts and Annual Return****Financial year ended 31st March 2023****Per Annual
Return**

Line 1	Balances brought forward			
	General Fund	27,665.12		
	Pump Replacement Fund	3,002.78		
		30,667.90		30,668
Line 2	Rates and Special Levies			
	Agricultural rates	20,713.50		
	Special Levies	1,514.00		
	Penalty	0.00		
	Costs	75.00		
	Write-off	0.00		
		22,302.50		22,303
Line 3	Total other receipts			
	Interest	0.59		
	General fund	0.06		
	Pump replacement fund	142.75		
	Write Back of Provision	25,000.00		
	Loan Advance			
		25,143.40		25,143
Line 4	Staff costs			
	Wages/salaries	0.00		
	National insurance contributions	0.00		
	Pension costs	0.00		
	Travelling expenses	0.00		
		0.00		0
Line 5	Loan repayments			
	PWLB - Principal	1,072.65		
	PWLB - Interest	395.00		
		1,467.65		1,468
Line 6	All other payments			
	Precept	1,742.07		
	Rates, insurances, telephones	457.16		
	Repairs and renewals	836.44		
	Fuel	859.30		
	Drainworks	4,164.50		
	Administration	5,810.83		
	Contractors charges	2,557.50		
	Improvement works	21,151.43		
		37,579.23		37,579
Line 7	Balances carried forward			
	General Fund	30,215.51		
	Pump Replacement Fund	8,851.41		
		39,066.92		39,067

Reconciliation

Line 1 + Line 2 + Line 3 - Line 4 - Line 5 - Line 6

39,066.92