

# Lower Severn (2005) Internal Drainage Board

## MISSION STATEMENT

The Board's role is to provide cost effective internal land drainage, flood protection and flood risk management for both the rural and urban areas within its boundaries, taking into account the interests of local communities, wildlife and conservation, and working closely with lead Flood Authorities, the Environment Agency and other stakeholders.

## Finance & General Purpose

### Ald C Williams (Chairman)

Mr M Barnes, Mr J Cornock, Cllr R Griffin, Mr J Hore, Mr G Littleton,  
Cllr M Riddle, Mr G Simms, Ald M Sykes, Mr R Thatcher

Wednesday 11<sup>th</sup> December 2019 @ 10.30am  
The Gables Hotel, Falfield,

## AGENDA

Committees Terms of Reference are included for members' information

Item		Page No	Lead
1.	<b>Election of Chairman for 2019/20</b>		Chairman
2.	<b>Apologies/Welcome</b>		Chairman
3.	<b>Chairman's Announcements</b>		Chairman
4.	<b>Declaration of Members' Interests</b>		Chairman
5.	<b>Minutes of Previous Meeting</b> <ul style="list-style-type: none"><li>To approve the minutes of the F&amp;GP Committee Meeting held on 11 Sep 2019</li><li>To approve the minutes of the F&amp;GP Committee Meeting held on 06 Nov 2019</li></ul>	1 – 3 4 - 6	Chairman
6.	<b>Precept and Foreign Water Contribution</b> <ul style="list-style-type: none"><li>To note letter and approve response</li></ul>	7 – 9	AO
7.	<b>Financial Reports</b> <ul style="list-style-type: none"><li>Management Accounts 1<sup>st</sup> April 2019 to 30<sup>th</sup> September 2019</li><li>Forecast Results for Y/E 31<sup>st</sup> March 2020 &amp; Draft Budget 2020/21</li><li>Capital Expenditure</li><li>Apportionment between Charging Authorities</li><li>Medium Term Financial Plan 2020 – 2025</li><li>Cash Flow to April 2020</li><li>Developers Funds as at 30<sup>th</sup> Sep 2019</li></ul> <b>To Note the Above Reports</b>	10 – 24 12 – 14 15 – 16 17 – 18 19 20 – 21 22 – 23 24	AO
8.	<b>Payments to be Noted</b> <ul style="list-style-type: none"><li>Payments made between 1<sup>st</sup> Aug 2019 to 31<sup>st</sup> Oct 2019</li><li>Transfers between accounts and invoices over £5,000</li></ul>	25 – 33 34	Chairman
9.	<b>Any Other Item Which the Chairman Decides is Urgent</b>		Chairman
10.	<b>Date of Next Meeting : 22 January 2020 @ 2.00pm</b>		Chairman
	<b>Close</b>		

- Any other consideration and comments/questions of an urgent nature shall be notified to the office at least 3 working days before the meeting to enable staff to compile the correct information.
- Any Committee Member unable to attend should arrange a deputy and inform the office prior to the relevant Meeting. If the Committee Member chooses, he/she may instead ask the Officers to contact all the other Members, not on the Committee, in order to recruit a deputy for the meeting.

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## Additional Finance & General Purpose

### Ald C Williams (Chairman)

Cllr P Abraham, Mr M Barnes, Mr J Cornock, Mr J Hore, Mr G Littleton,  
Cllr M Riddle, Mr G Simms, Mr R Thatcher

Wednesday 6<sup>th</sup> November 2019 @ 12.00  
The Gables Hotel, Falfield,

## AGENDA

Committees Terms of Reference are included for members' information

Item		Page No	Lead
1.	Apologies/Welcome		Chairman
2.	Chairman's Announcements		Chairman
3.	Declaration of Members' Interests		Chairman
4.	Minutes of Engineering Meeting held 24 Oct 2019 <ul style="list-style-type: none"><li>To Note</li></ul>	2 - 6	M Barnes
5.	Update of the Capital Programme <ul style="list-style-type: none"><li>To make recommendations to the Board</li></ul>	7 - 15	PO
6.	Any Other Item Which the Chairman Decides is Urgent		Chairman
7.	Date of Next Meeting : 11 <sup>th</sup> December 2019		Chairman
	Close		

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## Finance & General Purpose

### Ald C Williams (Chairman)

Cllr P Abraham, Mr M Barnes, Mr J Cornock, Mr J Hore, Mr G Littleton,  
Cllr M Riddle, Mr G Simms, Mr R Thatcher

Wednesday 11<sup>th</sup> September 2019 @ 10.30am  
The Gables Hotel, Falfield,

## AGENDA

Committees Terms of Reference are included for members' information

Item		Page No	Lead
1.	<b>Apologies/Welcome</b>		Chairman
2.	<b>Chairman's Announcements</b>		Chairman
3.	<b>Declaration of Members' Interests</b>		Chairman
4.	<b>Minutes of Previous Meeting</b> <ul style="list-style-type: none"><li>To approve the minutes of the F&amp;GP Committee Meeting held on 22 May 2019</li></ul>		Chairman
5.	<b>Treasury Sub Committee Report</b> <ul style="list-style-type: none"><li>Meeting held 4 September 2019</li></ul>	To Follow	Ald Williams
6.	<b>Risk Register</b> - To Approve and forward to The Board for Noting		AO
7.	<b>Financial Reports</b> <ul style="list-style-type: none"><li>Management Accounts 1<sup>st</sup> April 2019 to 30<sup>th</sup> June 2019 – To agree &amp; presented to the Board for Approval</li><li>Cash Flow to March 2020 – To Note</li><li>Developers Funds as at 30<sup>th</sup> June 2019 – To Note</li><li>Medium Term Financial Plan 2020 – 2024 Update – To Note</li></ul>		AO
8.	<b>External Audit Report for the Year Ended 31 March 2019</b> – To Note		AO
9.	<b>DEFRA – Annual Report for the Year ended 31 March 2019</b> – To Note		AO
10.	<b>Default Rate Payers</b>		Verbal
11.	<b>Payments to be Noted</b> <ul style="list-style-type: none"><li>Payments made between 1<sup>st</sup> May 2019 to 31<sup>st</sup> July 2019</li><li>Transfers between accounts and invoices over £5,000</li></ul>		Chairman
12.	<b>Any Other Item Which the Chairman Decides is Urgent</b>		Chairman
13.	<b>Date of Next Meeting</b> : 11 December 2019		Chairman
	<b>Close</b>		

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## Finance & General Purpose

### Ald C Williams (Chairman)

Cllr P Abraham, Cllr P Awford, Mr M Barnes, Mr J Cornock, Mr J Hore, Mr G Littleton,  
Cllr M Riddle, Mr G Simms, Mr R Thatcher

**Wednesday 22<sup>nd</sup> May 2019 @ 10.30am**  
**The Gables Hotel, Falfield,**

## AGENDA

Committees Terms of Reference are included for members' information

Item		Page No	Lead
1.	<b>Apologies/Welcome</b>		Chairman
2.	<b>Chairman's Announcements</b>		Chairman
3.	<b>Declaration of Members' Interests</b>		Chairman
4.	<b>Minutes of Previous Meeting</b> To approve the minutes of the F&GP Committee Meeting held on 23 January 2019	1 - 3	Chairman
5.	<b>Treasury Sub Committee Report</b> Meeting held 13 March 2019	4 – 6	Ald Williams
6.	<b>Treasury Sub Committee - Terms of Reference – To Approve</b>	7 - 8	AO
7.	<b>Treasury Management Policy</b> To Agree and Presented to the Board for Approval	9 - 10	AO
8.	<b>Capital Programme – Progress Report – To Note</b>	11 - 13	PO
9.	<b>Financial Regulations Level of Reserves – To Comment</b>	14 - 15	PO
10.	<b>Internal Audit Report 2018/19</b> To Approve the Proposed Actions	16 - 40	PO
11.	<b>Accounts Officer Report</b> <ul style="list-style-type: none"><li>Management Accounts 31<sup>st</sup> March 2019 – To Agree &amp; Presented to the Board for Approval</li><li>Reconciliation of the Accounts to the AGAR Statement – To Agree</li><li>AGAR 2018/19 – To Agree &amp; Presented to the Board for Approval</li><li>Cash Flow to 31 March 2020 – To Note</li><li>LGPS Pension Fund – To Note</li><li>Insurance Policies 2019/20 – To Agree &amp; Presented to the Board for Approval</li></ul>	41 - 59	AO
12.	<b>Payments to be Noted</b> <ul style="list-style-type: none"><li>Payments made between 1<sup>st</sup> January 2019 to 30<sup>th</sup> April 2019</li><li>Transfers between accounts and invoices over £5,000</li></ul>	60 - 69	Chairman
13.	<b>Any Other Item Which the Chairman Decides is Urgent</b>		Chairman
14.	<b>Date of Next Meeting : 11 September 2019</b>		Chairman
	<b>Close</b>		

- Any other consideration and comments/questions of an urgent nature shall be notified to the office at least 3 working days before the meeting to enable staff to compile the correct information.
- Any Committee Member unable to attend should arrange a deputy and inform the office prior to the relevant Meeting. If the Committee Member chooses, he/she may instead ask the Officers to contact all the other Members, not on the Committee, in order to recruit a deputy for the meeting.

# Lower Severn (2005) Internal Drainage Board Finance & General Purposes Committee Meeting

Wednesday 23 January 2019 @ 10.30am  
At The Gables Hotel, Falfield.

## AGENDA

F&GP Committee Terms of Reference are included for members' information

		Page Nos.	Lead
1.	<b>Apologies for Absence</b>		Chair
2.	<b>Declaration of Members' Interest</b>		Chair
3.	<b>Minutes of Previous Meeting</b> To approve the minutes of the F&GP Meeting held on the 12 <sup>th</sup> Dec 2018.	1 – 4	Chair
4.	<b>IT Review</b>	5 – 6	PO
5.	<b>Accounts Officer Reports</b> <ul style="list-style-type: none"> <li>Management Accounts for the period 1<sup>st</sup> April to 30<sup>th</sup> November 2018</li> <li>Forecast Results for the year ended 31<sup>st</sup> March 2019</li> <li>Draft Budget 2019/20</li> <li>Capital Expenditure</li> <li>Apportionment Between Charging Authorities &amp; Agricultural Rates</li> <li>Medium Term Financial Plan 2019 to 2024</li> <li>Cash Flow to April 2019 &amp; Reconciliation to Balance Sheet</li> <li>Developers Funds as at 30<sup>th</sup> November 2018</li> </ul>	(7 – 21) 9 – 10 11 12 – 13 14 – 15 16 17 – 18 19 – 20 21	AO
6.	<b>Rate Setting</b> <ul style="list-style-type: none"> <li>To recommend a 2019/20 Levy &amp; Drainage Rate to the Board on 6<sup>th</sup> February 2019</li> <li></li> </ul>	Verbal	AO
7.	<b>Payments to be Noted</b> <ul style="list-style-type: none"> <li>Payments made between 1<sup>st</sup> Nov 2018 to 31<sup>st</sup> Dec 2018</li> <li>Transfers between accounts</li> </ul>	22 - 28	Chair
8.	<b>Any Other Item Which the Chair Decides is Urgent</b>		Chair
9.	<b>Date of Next Meeting</b> 22 <sup>nd</sup> May 2019		Chair
	<b>Close</b>		

- It is the responsibility of the Committee Member unable to attend the meeting to find a substitute; otherwise the meeting may not be quorate.
- Any other consideration and comments/questions of an urgent nature shall be notified to the Accounts Officer at least 3 working days before the Meeting to enable staff to compile the correct information