

UPPER MEDWAY INTERNAL DRAINAGE BOARD



MINUTES OF THE MEETING of the Finance Committee
held on **Tuesday 3 May 2016** at 17 Albion Place

Members of the Committee Present

D Aikman - Chairman

J I B Cannon
M Dobson
T J Reader

In attendance

M D Watson - Clerk & Engineer
L Collins - Office Administrator

1. APOLOGIES FOR ABSENCE

Apologies received from C B Wheeler and R Young.

2. MINUTES

AGREED that the Minutes of the Finance Committee Meeting held on 19 January 2016 are correctly recorded and that they be signed by the Chairman.

(As attached to these minutes)

3. MATTERS ARISING FROM PREVIOUS MINUTES

Minutes of 24 November 2015

Item 4 – Bills Committee

C Wheeler mentioned that it may be beneficial for the Board to become a member of Southern Farmers Ltd. For an annual subscription fee companies can benefit from the discounts they manage to secure with numerous suppliers.

The Office Administrator has been on to the Southern Farmers Ltd website to identify that the annual subscription fee is £125 + VAT. It also says that if you spend in excess of £2,500 per annum it may be worthwhile becoming a member. However,

invoice charges are applied which range from 0.35%-2.5%, depending on the purchase.

Members agreed to become a member of Southern Farmers Ltd in order to trial purchases for a period of 12 months.

REPORTED that the Boards application has been agreed. The Clerk has received a member information pack and will go through its contents with the Works Supervisor to ensure that best prices can be achieved on the Boards purchases.

4. **BILLS COMMITTEE**

RECEIVED the Minutes of the Bills Committee Meetings held on 27 January, 26 February and 29 March 2016.

(As attached to these minutes)

5. **BANK BALANCES**

The Bank statements were produced for the Chairman to sign and showed the following balances as at 31 March 2016:

NatWest Streamline Account	£2,356.49
NatWest Treasurers Account	£98,554.22
NatWest Imprest Account	£26,715.57
NatWest Special Interest Account	£397,209.89
Lloyds TSB Current Account	£184,639.00
Santander	£189,310.94
TOTAL	£898,786.11

6. **RATE AND SPECIAL LEVY COLLECTION**

REPORTED that the Rates and Special Levies collected as at 31 March 2016 amounted to £482,451.82 which represents 100.53% of the total due for the year. This is due to arrears from previous years being paid.

REPORTED that 12 accounts were issued Court Papers for non payment of rates during March 2016. Court Costs totalled £335.00, outstanding debt totalled £1,167.51.

8 accounts have now paid their account in full, including the court fees.

1 account paid the overdue rates in full, but refused to pay the court fees. The court was contacted and informed of this fact, so judgement was issued on the basis that the court fees were still outstanding. The landowner contacted the office and paid the remaining balance on 28 April 2016 in order to have the CCJ removed.

3 accounts have not yet responded at all and judgement has been requested from the Courts. This outstanding debt totals £94.55.

REPORTED that 1182 accounts have had Drainage Rate Demands sent out on 29 April 2016, covering the period to 31 March 2017.

The total value of Demands generated was £39,376.39.

REPORTED that 29 accounts have been written off at Officer level totalling £8.30, as each account was under 50p in value.

RECEIVED a copy of the newsletter issued with the demands.

(As attached to these minutes)

7. RECHARGEABLE WORKS

REPORTED that the following amounts for rechargeable works have been invoiced since the last meeting:

River Stour IDB	£578.83	River Stour IDB	£6,466.82
River Stour IDB	£568.50	River Stour IDB	£604.34
Lower Medway IDB	£658.80		

REPORTED that the following amounts for rechargeable works have been received since the last meeting:

River Stour IDB	£569.11	Lower Medway IDB	£658.80
River Stour IDB	£578.83	River Stour IDB	£6,466.82
River Stour IDB	£568.50	River Stour IDB	£604.34

8. ANY OTHER BUSINESS

There was no further business to discuss.

9. CLOSURE

There being no further business the Chairman thanked Members for their attendance and declared the meeting closed.