

**MINUTES OF THE PARRETT FINANCE AND WORKS SUB COMMITTEE MEETING HELD ON 17 JANUARY 2023 IN BRADBURY HOUSE AT 14.30**

<b>Attendance:</b>			
<b>Elected Members:</b> Mr T Bradford (C)	<b>Appointed Members:</b> Cllr A Betty Cllr S Kingham	<b>Officers:</b> Mrs M Hammond Mr I Sturdy Miss N Cornish	<b>Public:</b>
<b>Apologies:</b>			
Mr C Passmore	Cllr M Caswell		
<b>Non-Attendance:</b>			
Mr J Winslade	Cllr I Dyer Cllr J Pay		

<b>Agenda Item:</b>	<b>Detail:</b>	<b>Action:</b>
1. Attendance and Apologies	1.1. Apologies as per the above Attendance List.	
2. Items Additional to the Agenda	2.1 Colin Passmore sent his apologies so a Chair was elected for the meeting.  <b>Cllr A Betty nominated and was seconded by Cllr Stuart Kingham “to elect Tony Bradford as Chair for this meeting”</b>  2.2. IDS reminded Members to fill in and return their register of members interest.  2.3. IDS said he would give an update on the flooding.	<b>RESOLUTION 01</b>  <b>ACTION :</b> <b>P/20230117-01 - To send a reminder out with the calling notice for the Full Board Meeting - IDS</b>
3. Declarations of Interest	3.1. As per the register.	
4. Approval of Minutes	4.1. The Minutes of the Finance & Works Sub-Committee Meeting of 14 June 2022 were accepted as a correct record but as the meeting was not quorate they would have to be taken to the Full Board meeting on 31 January to be signed.  4.2. Cllr Stuart Kingham asked about phosphates but IDS said there was no update and it seems to be very complicated. Tony Bradford said the phosphates will be higher after the recent floods and will be an ongoing problem.	

Each Board is a statutory public body with responsibilities for flood protection, land drainage and the environment.  
All are members of the Association of Drainage Authorities.

	<p>4.3. Tony Bradford said he asked for a meeting with Bill Revans as he is worried about the continuity of the Drainage Board with regards to appointed members. He has spoken to Henry Cator and Robert Cauldwell who have offered to come and help if necessary.</p>	<p><b>ACTION :</b>  <b>P/20230117-02 - To liase with Somerset Council &amp; Bill Revans re new appointed Members - IDS</b></p>
5. Matters Arising	5.1. None	
6. Finance Report	<p>6.1.MH ran through the budgets advising that bank reconciliations were up to date and the position as of 31 December 2022 was an underspend of £379k with an estimated year end overspend of £7k. She advised the underspend was due to lack of staff and therefore no money could be spent on Board schemes.</p> <p>6.2. MH discussed the proposed budget for 2023/24, informing Members a couple of the bigger increases include the admin budget which was underfunded last year due to the cost of living increase being higher than budgeted for and this has left an additional staffing cost of £28k on the Boards admin charge. MH then told Members the contracts for routine maintenance allow for CPI in years 2 and 3 and MH has allowed for a 10% increase. Cllr Stuart Kingham queried why there was no budget for court fees or bailiff fees and MH responded by saying no one has been taken to court yet and there is a backlog at the courts so they are prioritising cases and drainage rates would not be a priority.</p> <p>6.3. Tony Bradford enquired what the Board can do about outstanding rates. He suggested sending a letter to all ratepayers with outstanding rates. Cllr A Betty asked whether interest can be added if a ratepayer doesn't pay within a set time. There was some discussion over the penalty for not paying rates. MH would investigate whether interest can be added to rates by checking the Land Drainage Act.</p> <p>6.4. MH will write to outstanding ratepayers and advise them to pay within 28 days.</p> <p>6.5. Tony Bradford asked who oversees the Courts? MH said it would probably be Parliamentary level.</p> <p>6.6. Cllr Stuart Kingham proposed Members accept the budget.</p>	<p><b>ACTION :</b>  <b>P/20230117-03 - To investigate if interest can be added on to unpaid rates - MH</b></p> <p><b>ACTION :</b>  <b>P/20230117-04 – To write to ratepayers with outstanding balance - MH</b></p> <p><b>ACTION :</b>  <b>P/20230117 05 – To investigate who oversees Courts - IDS</b></p>
7. Any Other Business	7.1 None	

8. Date of next Meeting	8.1 The date of the next F&W meeting is 21 March 2023 8.2. The meeting was closed at 15.42	
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Annex:

A. Parrett F&W Meeting – Table of Outstanding Actions

CHAIRMAN.....DATE .....

**ANNEX A TO  
PARRETT F&W COMMITTEE MINUTES  
DATED 17 JANUARY 2023**

**PARRETT F&W MEETING – TABLE OF OUTSTANDING ACTIONS**

Action Number:	Action:	Actionee:
<b>P/20230117-01</b>	<b>To send a reminder out with the calling notice for the Full Board Meeting</b>	IDS
<b>P/20230117-02</b>	<b>To liase with Bill Revans re new appointed Members</b>	IDS
<b>P/20230117-03</b>	<b>To investigate if interest can be added on to unpaid rates</b>	MH
<b>P/20230117-04</b>	<b>To write to ratepayers with outstanding balance</b>	MH
<b>P/20230117 05</b>	<b>To investigate who oversees Courts</b>	IDS