

**MINUTES OF THE MEETING OF ST NEOTS TOWN COUNCIL
HELD IN THE MOOT AT THE PRIORY CENTRE, ST NEOTS
ON THURSDAY 24 APRIL 2008**

PRESENT: Cllr R W J Eaton – in the Chair

Cllr Mrs J Bird
Cllr A Boulton
Cllr B Chapman
Cllr Mrs D Collins
Cllr Mrs K Cooper

Cllr A Cummings
Cllr D Giles
Cllr D Terry
Cllr G Thorpe
Cllr P K Ursell

182. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr Mrs B Arnold, Cllr Ms F Birks, Cllr J Cooper-Marsh, Cllr D Harty, Cllr Mrs J Hayward, Cllr Mrs L Ottolangui and Cllr L Roberts.

183. DECLARATIONS OF INTEREST

There were no declarations of interest.

184. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 - EXCLUSION OF THE PRESS AND PUBLIC

To resolve that in accordance with section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and by reason of the confidential nature of the remainder of the business, the press and public be excluded from the meeting.

185. FINANCE/STAFFING ISSUE

The Town Clerk introduced his confidential report in which he addressed certain issues arising out of an audit investigation into a number of bad debt write offs.

The audit report (which was appended to the Town Clerk's report) identified certain matters of concern as to both particular transactions and as to generic issues of financial management.

The Town Clerk's report set out the factual background as well as the legal, financial and human resources implications of the issues on the table.

The Council's Audit manager addressed the committee and gave her advice as to the way forward.

Following a long debate and a series of questions to the officers and Audit, the Council unanimously **RESOLVED** that:

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1. The Town Council forthwith appoint Beverly Porter as its Responsible Finance Officer;
2. The request of the Audit Manager be followed in that the issues identified be reported to the police;
3. Internal Audit be asked to extend the scope of its review of bad debt write-offs;
4. The Audit Committee be asked to review the scope of the Audit plan for the forthcoming year;
5. The Town Clerk is asked to undertake a review of the human resource issues contained in his report.

The meeting closed at 8.43pm.

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Chairman
24.04.08