

MINUTES OF THE SPECIAL MEETING OF ST NEOTS TOWN COUNCIL
HELD IN THE MOOT, THE PRIORY CENTRE, ST NEOTS
ON THURSDAY 30 SEPTEMBER 2010

PRESENT: Cllr G Thorpe – Chairman

Cllr Mrs B Arnold	Cllr D Harty
Cllr Mrs J Bird	Cllr Mrs J Hayward
Cllr B Chapman	Cllr O Reynolds
Cllr Mrs D Collins	Cllr L Roberts
Cllr Mrs K Cooper	Cllr D Terry
Cllr A Cummings	Cllr S van de Kerkhove
Cllr R W Eaton	
Cllr D Giles	

Paul Winrow and Liz Sanford of Grant Thornton were present.

44. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr J Cooper-Marsh, Cllr Mrs L Ottolangui and Cllr P Ursell.

45. DECLARATIONS OF INTEREST

There were no declarations of interest.

46. MINUTES

- (i) The Minutes of the Operations and Amenities Committee meeting held on 2 September were **RECEIVED**;
- (ii) The Minutes of the Finance and General Purposes Committee meeting held on 2 September were **RECEIVED**;
- (iii) The Minutes of the Personnel Committee meeting held on 9 September were **RECEIVED**;
- (iv) The Minutes of the Planning Committee meetings held on 9 and 23 September were **RECEIVED**.

47. PUBLIC PARTICIPATION

There were no members of the public present.

48. 2009/10 ACCOUNTS

The Responsible Finance Officer put forward for re-approval the Council's statutory Statement of Accounts for the 2009/10 financial year, as amended, following the completion of the External Audit of the Accounts by Grant Thornton.

The Responsible Finance Officer also requested Council's approval for the Management Letter of Representation to Grant Thornton to be signed by the Mayor and herself. This Letter acknowledges the Council's responsibility for the Accounts and confirms its accuracy, completeness and compliance with laws and regulations.

Members **APPROVED** the following Recommendations that:

- (i) Full Council confirm that it is satisfied that the accounting policies adopted are the most appropriate, as required by FRS 18;
- (ii) The Statement of Accounts for 2009/10, as amended following the Audit of Accounts by Grant Thornton is re-approved and signed off by the Mayor and the Responsible Finance Officer;
- (iii) The Letter of Representation is approved, signed by the Mayor and Responsible Finance Officer and forwarded to Grant Thornton;
- (iv) Following receipt of the Audit Certificate from Grant Thornton, notice of the completion of Audit of Accounts and publication of the Accounts will be advertised in the local press.

49. ISA 260 REPORT 2009/10

Paul Winrow of Grant Thornton, the Council's External Auditors, presented their report to Council.

Three key areas were highlighted under the Auditor's Value for Money Conclusion:

- 1. the Council does not currently have a medium term financial plan;
- 2. the Council does not consider its financial information alongside related non-financial performance information;
- 3. key information is not readily available through the Council's website.

These key issues have been addressed by:

- 1. Procedures are in place in order to prepare a 5-year rolling medium term plan;
- 2. Non financial reports will be taken to Council on a quarterly rather than annual basis;
- 3. An updated and improved website will be on line by 30 November.

Paul Winrow reported that the Council had presented draft financial statements and accompanying working papers in advance of the deadline date of 30 June. These papers were of a good standard and enabled an efficient audit to take place.

No formal objections were raised on the accounts during the course of the audit.

He informed Councillors that Grant Thornton therefore anticipated providing an unqualified opinion on the Council's financial statements.

The meeting closed at 7.46pm

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CHAIRMAN
30.09.10