

# NORTH HERTFORDSHIRE DISTRICT COUNCIL

## MINUTES

**Meeting of the Council held in the Council Chamber, Council Offices, Gernon Road, Letchworth on Tuesday, 27 June 2006 at 8.00pm**

**PRESENT:** *Councillors A. Bardett (Vice-Chairman in the Chair), David Billing, Paul Clark, J.M. Cunningham, Melissa Davey, Tricia Gibbs, T.W. Hone, Steve Jarvis, Lorna Kercher, Joan Kirby, Marilyn Kirkland, I.J. Knighton, David Levett, Bernard Lovewell, Lawrence McNamara, H.M. Marshall, M.R.M Muir, Elliot Needham, Mrs L.A. Needham, Lawrence Oliver, M. Paterson, Diane Proudlove, F.J. Smith, Martin Stears, R.A.C. Thake, Sarah Wren.*

**IN ATTENDANCE:** *Chief Executive, Strategic Director of Financial & Regulatory Services, Strategic Director of Customer Services, Head of Legal and Democratic Services, Accountancy Manager, Democratic Services Manager and Committee and Member Services Officer.*

### 22. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Mrs C.P.A. Strong (Chairman), Mrs A.G. Ashley, Liz Beardwell, Judi Billing, John Bishop, Monica Bloxham, Simon Bloxham, Tom Brindley, David Kearns, Jane Gray, D. Miller, D. Sheard, M.E. Weeks and A.D. Young.

### 23. DECLARATIONS OF INTEREST

There were no declarations of interest.

### 24. 2005/06 ANNUAL STATEMENT OF ACCOUNTS

The Council considered a report on the 2005/06 Annual Statement of Accounts. The report on this matter, which had been considered by Cabinet, had been circulated with the agenda, as had been the following appendices:-

Appendix A – Annual Statement of Accounts 2005/06

Appendix B – Carry Forward Budgets requested for 2006/07

Appendix C – Treasury Management Activity 2005/06

The Council also considered the following comments made by the Scrutiny Finance Sub Group at their meeting of 22 June 2006;

- (1) To consider making the DSO reserve defunct since the balance is zero, as stated in paragraph 4.8 of the report;
- (2) A further note be added to section 6 (page 32 of the Statement of Accounts booklet), that explains how the provision of debts are accounted for, as follows; "The 2005/06 provision for bad debts has increased from £1,552,702 to £2,528,377, an increase of £975,675. The reason for this increase was a 2005/06 review of the outstanding arrears and the level of debt provided, for Council Tax and Business Rates arrears. As a result of this review, the 2005/06 provision for Council Tax increased by £682,187 and Business Rates by £276,104. The remaining increase in provisions of £17,384 relates to Sales ledger and Summons arrears".
- (3) A further note be added to section 9 (page 33 of the Statement of Accounts booklet), that explains how the balance of capital receipts will be allocated, as follows; "The Council's capital programme approved at Cabinet on the 28<sup>th</sup> February 2006 has identified and committed useable capital receipts for the

Council's capital programme for the years 2006/07 to 2009/10, leaving an unallocated useable receipts balance of £243,000".

- (4) The 3<sup>rd</sup> bullet point of section 10 (page 33) should be changed from 'Baldock pavilion' to 'Baldock Road pavilion'.

It was moved by Councillor T.W. Hone, seconded by Councillor F.J. Smith and

**RESOLVED:**

- (1) That, subject to the inclusion of the comments of the Scrutiny Finance Sub Group as set out at 1, 2, 3 and 4 above, the 2005/06 Annual Statement of Accounts, as detailed at Appendix A to the report, be approved;
- (2) That, in the absence of the Chairman of the Council, the Statement of Responsibilities (Page 3 of the Statement of Accounts) be signed by the Vice-Chairman of the Council;
- (3) That, in the absence of the Chairman of the Council, the Statement of Internal Control (Pages 13 to 18 of the Statement of Accounts) be signed by the Vice-Chairman of the Council and the Chief Executive.

**REASON FOR DECISION:** To ensure the Statement of Accounts is approved by the deadline date of 30 June 2006.

The meeting closed at 8.23 pm.

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Chairman