

**CIVIC AFFAIRS COMMITTEE**31 August 2004  
(6.00pm- 6.35pm)**PRESENT:** Councillors C Rosenstiel (Chair), Boyce, Hart, R Smith, Ward.**FOR INFORMATION OF THE COUNCIL****04/CIV/32 MINUTES**

The minutes of the meeting held on 14 June 2004 were confirmed as a correct record and signed by the Chair.

**04/CIV/33 APOLOGIES FOR ABSENCE**

An apology for absence was received from Councillor Stebbings.

**04/CIV/34 DECLARATIONS OF INTEREST**

There were no declarations of interest.

**04/CIV/35 PUBLIC QUESTION TIME**

There were no members of the public present.

**04/CIV/36 EXTERNAL AUDIT: AUDIT AND INSPECTION PLAN 2004/05**

The Director of Finance introduced Andy Perrin and Keith Matthews from the Audit Commission, the Council's new External Auditors for 2004/09. Mr Perrin took the Committee through the detail of the Plan as included in the agenda. It was noted that with the Excellent CPA rating, the Council would benefit from less performance and inspection work. Regarding the information on fees (page 2) it was noted that the actual fee for grant claim certification work should be less than the estimated figure of £20,000.

**Resolved -**

That the Audit and Inspection Plan 2004/05 was received and noted.

**04/CIV/37 HEAD OF INTERNAL AUDIT'S ANNUAL AUDIT OPINION****Resolved -**

The opinion of the Head of Internal Audit was noted.

**04/CIV/38 STATEMENT OF ACCOUNTS FOR THE YEAR ENDING 31 MARCH 2004**

In introducing the report, the Head of Accounting Services advised the Committee of minor typographical errors:

Pg 4 first line 'at least'

Pg 16 £3673 for vehicle plant; £1173 for community assets

Pg 30/31 paras 35 and 39 were the same, one had been deleted with the subsequent paragraphs renumbered.

In response to a question from Councillor Ward, the Head of Accounting Services advised the Committee that the Council was aware of the issues behind the comment in the last paragraph by the External Auditor in the SAS 610 report on Debtor/Creditor balances and that there was no cause for concern.

**Resolved -**

- 1) That the draft Statement of Accounts for year ending 31 March 2004 be approved.
- 2) That the Chair be authorised to sign the Statement of Accounts for the year ending 31 March 2004 on behalf of the Council.

The meeting ended at 6.35pm

**CHAIR**