

**A MEETING OF THE POLICY AND ORGANISATION BOARD WAS HELD
ON 28 SEPTEMBER 2011**

The Mayor (Councillor Carter, C R) (ex-officio); Councillors Beavis (P), Burgess (P), Chegwyn (P), Mrs Forder (P), Hook (Chairman) (P), Lane (P), Langdon (P), Philpott (P), Smith (P) and Wright (P).

19. APOLOGIES

There were no apologies submitted for the meeting.

20. DECLARATIONS OF INTEREST

There were no declarations of interest at the start of the meeting.

**21. MINUTES OF THE MEETINGS OF THE BOARD HELD ON 29 JUNE
AND 4 AUGUST 2011**

RESOLVED: That the Minutes of the meetings of the Board held on 29 June and 4 August 2011 be approved and signed by the Chairman as true and correct records.

22. DEPUTATIONS

No deputations were received.

23. PUBLIC QUESTIONS

There were no public questions.

PART II

24. BUDGET STRATEGY 2012/13

Consideration was given to a report of the Borough Treasurer on the above. The Board was requested to consider the strategy for the preparation of the General Fund Budget, Capital Programme and proposed Fees & Charges for the next financial year in the light of the Medium Term Financial Strategy 2011-2016. The latter being approved by the Board in June 2011.

RESOLVED: That the council's current financial position and the principles that would be used in the preparation of the budget for the 2012/13 financial year be noted.

25. FINAL ACCOUNTS 2010/11

Consideration was given to a report of the Financial Services Manager on the Final Accounts 2010/11. The report summarised the outturn position for the 2010/11 financial year and recommended the approval of the Statement of Accounts for 2010/11 which had been received separately by Members. Members of the Board

had circulated to them at the meeting an Addendum Report which advised that further guidance had been received on the wording of several sections in the covering report and Statement of Accounts 2010/11. Members were therefore furnished with replacement pages which did not affect any of the reported figures.

RESOLVED: That:

- a) the Statement of Accounts for 2010/11, as amended, be approved;
- b) the accounting policies contained within the Statement of Accounts be approved; and
- c) the following be noted:
 - the outturn position contained in the report and Appendices
 - the capital programme slippage detailed in Appendix D
 - the write offs approved under delegated authority at Appendix E

**26. TREASURY MANAGEMENT ANNUAL REVIEW 2010/11,
PROGRESS REPORT 2011/12 & PRUDENTIAL INDICATORS**

Consideration was given to a report of the Financial Services Manager on the above. The Board was informed that the annual treasury report is a requirement of the council's reporting procedures and covered the treasury activity for 2010/11 together with a review of 2011/12 to date. The report also included the Prudential Indicators for 2010/11 in accordance with the requirements of the Prudential Code.

RESOLVED: That:

- a) the Financial Services Manager's report be noted; and
- b) the 2010/11 Prudential Indicators be approved

27. ANNUAL GOVERNANCE REPORT

The Board considered a cross reference from the Standards and Governance Committee (15 September 2011) on the Annual Governance Report. The cross reference had appended to it the Audit Commission's covering report, Annual Governance Report, draft Statement of Accounts 2010/11 and an extract from the Standard and Governance meeting minutes on this item.

The Standards and Governance Committee had resolved:

'That the Committee in approving the Annual Governance Report :

- (i) notes the adjustments to the financial statements which are set out in Appendix 2,
- (ii) agrees to the Borough Treasurer signing the letter of representation on behalf of the council in the next two weeks,
- (iii) agrees the proposed Action Plan in Appendix 6, and
- (iv) agrees the additional fee in the sum of £7,000 as detailed above.'

RESOLVED: That the decision of the Standards and Governance Committee be noted.

The meeting ended at 6.25pm.

CHAIRMAN