

14 09 2006

AGENDA

RECOMMENDED
MINUTE
FORMAT

PART A ITEMS

1. APOLOGIES FOR NON-ATTENDANCE

2. DECLARATIONS OF INTEREST

All Members present are required to declare, at this point in the meeting or as soon as possible thereafter, any personal or personal and prejudicial interest in any item(s) being considered at this meeting.

3. MINUTES

To approve as a correct record the Minutes of the Committee meeting held on 27 July 2006 (copy attached)

4. DEPUTATIONS – STANDING ORDER 3.5

(NOTE: The Board is required to receive a deputation(s) on a matter which is before the meeting of the Board provided that notice of the intended deputation and its object shall have been received by the Borough Solicitor by 12 noon on Tuesday 12 September 2006. The total time for deputations in favour and against a proposal shall not exceed 10 minutes).

5. PUBLIC QUESTIONS – STANDING ORDER 3.6

(NOTE: The Board is required to allow a total of 15 minutes for questions from Members of the public on matters within the terms of reference of the Board provided that notice of such Question(s) shall have been submitted to the Borough Solicitor by 12 noon on Tuesday 12 September 2006).

6. Report to those charged with governance 2005/06

Part II

To receive and consider the external auditor's statutory report to those charged with governance in order that an audit opinion can be issued by the 30 September statutory deadline. The report will include any significant issues arising from the annual audit plus the draft Letter of Representation (report to follow)

7. ANY OTHER ITEMS

-which by reason of special circumstances the Chairman

considers should be considered as a matter of urgency