

SUMMONS

To All Members of the Council

You are hereby summoned to attend a meeting of the District Council to be held in the Council Chamber, Appletree Court, Lyndhurst on Monday, 19 July 2004 at 6.30 p.m.

Telephone enquiries to: Lyndhurst (023) 8028 5000
(Direct Line 8028 5461) Jane Bateman

A buffet will only be available for those members of the Council who are attending the meeting direct from their place of work and who have requested refreshments. For those members the refreshments will be available in Appletree Pantry at 5.30 p.m.



Dave Yates
Chief Executive

Appletree Court, Lyndhurst, Hampshire SO43 7PA

AGENDA

Apologies

1. Minutes (Report A)

To confirm the minutes of the meeting held on 14 June 2004 as a correct record.

2. Declarations of Interest

To note any declarations of interest made by members in connection with an agenda item. The nature of the interest must also be specified.

Members are asked to discuss any possible interests with Democratic Services prior to the meeting.

3. Chairman's Announcements

4. Reports of Cabinet and Committee

Cabinet	2 June and 5 July 2004
Commercial Services Joint Committee	17 June 2004

5. Questions

Under Standing Order 22.

6. Portfolio Holders' Question Time

To ask questions of Portfolio Holders. Questions received will be tabled at the meeting. (Members are reminded that questions must be submitted to the Chief Executive or to the Head of Legal and Democratic Services by not later than noon on Friday, 16 July 2004.)

7. Delegation of Powers to Officers

The Council operates a scheme of delegation of powers to officers to assist in the efficient and effective conduct of the Council's business. The Scheme of Delegation of Powers to Officers must be reviewed to take account of recent changes including the retirement of the Head of Technical Services, and the amended highways agency arrangements. Changes to the scheme of delegation are set out in Appendix 1.

RECOMMENDED:

- (a) ***That the Scheme of Delegation to Officers relating to functions which are not the responsibility of the Cabinet be amended as set out in Appendix 1 as circulated; and***
- (b) ***That, in addition to the changes set out in Appendix 1, the terms "Solicitor" and "L Moore – Solicitor" need to be replaced by "Solicitor or Employed Barrister" throughout the Scheme of Delegation and Proper Officer Appointments. This is to reflect recent changes in the establishment of the Legal Services Section.***

8. Appointment of Committee

The Accounts and Audit Regulations 2003 (England), currently require the Council's final accounts to be adopted within five months of the financial year to which they refer. Over the next two years the Regulations will require this deadline to be brought forward by one month each year until, in 2006 they are agreed by the end of June.

The annual accounts cannot, as a matter of law be approved by the Executive and therefore the matter is currently delegated to the General Purposes and Licensing Committee. It is considered that it would be more appropriate for a separate Committee, comprising executive and non-executive members, to deal with this function.

It is recommended that the Committee comprise 5 members (3 Conservative and 2 Liberal Democrat) with the terms of reference set out below:

RECOMMENDED:

- (a) ***That a Final Accounts Committee be appointed comprising 5 members (3 Conservative and 2 Liberal Democrat) with the following terms of reference:***

“To approve the Authority’s statement of accounts, income and expenditure and balance sheet or record of receipts and payments (as the case may be) under the Accounts and Audit Regulations 2003”;

- (b) ***That the Committee meets on an ad hoc basis as and when required; and***

- (c) ***That the terms of reference of the General Purposes and Licensing Committee be amended by the deletion of paragraph 6.***

9. Corporate Overview Panel

Further to paragraph 13 of the Cabinet’s report to Council elsewhere on this agenda the membership of the new Corporate Overview Panel has been increased from 10 to 14. In order to maintain the political balance, the political groups are asked to nominate an additional two members each to the new Panel.

10. Any other items which the Chairman decides are urgent

(DEMOCRAT/CL190704/AGENDA)