

MINUTE of MEETING of CENTRAL SCOTLAND VALUATION JOINT BOARD held within HILLSIDE HOUSE, STIRLING on FRIDAY 4 MARCH 2011 at 10.00 a.m.

PRESENT: Councillors Biggam, Hughes, C MacDonald, McLaren, McNeil, Nimmo, Ritchie and Simpson.

CONVENER: Councillor Simpson.

APOLOGIES: Councillors Blackwood, Goss, Paterson and Patrick.

ATTENDING: Assessor; Assistant to Treasurer (L Shaw); Depute Electoral Registration Officer (R Taylor) and Assistant to Clerk (S Barton).

DECLARATIONS OF INTEREST: None.

VJB27. MINUTE

There was submitted (circulated) and **APPROVED** Minute of Special Meeting of Central Scotland Valuation Joint Board held on 28 January 2011.

VJB28. RISK ASSESSMENT REPORT

There was submitted Report dated 11th February 2011(circulated) by the Assessor providing for consideration an update on the identified risks as was agreed at the Joint Board meeting held in November 2010.

Discussion took place on the following:-

- risk associated if appeals were lodged against valuation by the major ports
- issues surrounding the introduction of individual registration

NOTED the updates to identified risks.

VJB29. ELECTIONS REPORT

There was submitted Report dated 11th February 2011(circulated) by the Depute Electoral Registration Officer outlining the planning and procedures in place for the forthcoming election and referendum on 5th May 2011.

Discussion took place on the following:-

- the format of the count
- the process for dealing with anonymous electors
- publicity surrounding the forthcoming election

NOTED the contents of the Report.

VJB30. INTERNAL AUDIT REPORT – PURCHASES & PAYMENTS

There was submitted Report (circulated) by the Revenues and Payments Manager presenting the final Internal Audit Report in relation to purchases and payments.

Discussion took place on the following:-

- times when a purchase order is not required
- procedures for dealing with contracted services

NOTED the contents of the Report.

VJB31. JANUARY 2011 OUTTURNS – REVENUE BUDGET 2010/11, REVIEW AS AT 31.01.11

There was submitted Report (circulated) by the Treasurer advising of the forecast outturn for the financial year ending 31 March 2011.

NOTED the contents of the Report.