

MAIDSTONE BOROUGH COUNCIL

**RECORD OF DECISION OF THE COBTREE MANOR ESTATE CHARITY
COMMITTEE**

Decision Made: 13 March 2013

DRAFT RESPONSE TO MANAGEMENT LETTER 2011/12

Issue for Decision

To consider the draft response to the Management Letter issued at the conclusion of the audit of the 2011/12 accounts.

Decision Made

That the draft response to the Management Letter issued at the conclusion of the audit of the 2011/12 accounts, as set out in Appendix B to the report of the Head of Finance and Customer Services, be approved.

Reasons for Decision

The Charity accounts are audited by King & Taylor, and as part of their final report they issue a Management Letter which sets out the principal findings of their work and makes recommendations regarding these findings.

At the meeting of the Committee held on 14 November 2012, the accounts for 2011/12 were approved, but the Committee asked that the draft response to the Management Letter be brought to the next meeting for their consideration prior to its formal submission.

The Management Letter is attached as Appendix A to the report of the Head of Finance and Customer Services and the draft response is attached as Appendix B to the report.

Alternatives Considered and Why Rejected

The alternative course of action would be to disregard the recommendations set out in the Management Letter. However, this could have a negative impact upon future audit reports as the recommendations are intended to assist the future operation of the Charity.

Background Papers

None

Should you be concerned about this decision and wish to call it in, please submit a call in form signed by any two Non-Executive Members to the Head of Change and Scrutiny by: 22 March 2013 .
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