

**MINUTE of MEETING of CENTRAL SCOTLAND VALUATION JOINT BOARD held within HILLSIDE HOUSE, LAURELHILL, STIRLING on FRIDAY 19 FEBRUARY 2010 at 10a.m.**

**PRESENT:** Depute Provost McLaren and Councillors Balsillie, Blackwood, Biggam, Hughes, C MacDonald, McNeill, Meiklejohn, Nimmo, and Simpson.

**CONVENER:** Councillor Simpson.

**APOLOGIES:** Councillors Patrick, Paterson and Ritchie.

**ATTENDING:** Assessor; Treasurer; Assistant Assessors (I McGregor and R Taylor), and Assistant to Clerk (S Barton).

**DECLARATIONS OF INTEREST:** None.

The Convener varied the order of business from that detailed on the agenda. The following items have been recorded in the order that they were taken at the meeting.

**VJB16. MINUTES**

There was submitted (circulated) and **APPROVED:-**

- (a) Minute of Meeting of Central Scotland Valuation Joint Board held on 20 November 2009, and
- (b) Minute of Special Meeting of Central Scotland Valuation Joint Board held on 29 January 2010.

**VJB17. APPOINTMENT OF TREASURER**

There was submitted Report (circulated) dated 4 February 2010 by the Clerk, asking Members of the Valuation Joint Board to consider the appointment of a Treasurer to the Board.

**AGREED** to appoint Ms Susan Mackay, Finance Manager, Clackmannanshire Council to the post of Treasurer to the Valuation Joint Board on an interim basis until such times as her post is confirmed or another person is appointed.

## **VJB18. REVALUATION 2010**

There was submitted Report (circulated) dated 8 February 2010 by the Assistant Assessor providing information on the revaluation of non-domestic properties that has been carried out by the Assessors office in terms of the Local Government (Scotland) Act 1975.

Discussion took place on the following:-

- Valuation process for Forth ports and other ports throughout Scotland
- Information available on the Assessors portal [www.saa.gov.uk](http://www.saa.gov.uk)
- The impact of new Liquor Licensing Legislation

**NOTED** the contents of the Report.

## **VJB19. ELECTORAL REGISTRATION REPORT**

There was submitted Report (circulated) dated 8 February 2010 by the Depute Electoral Registration Officer providing an update on the current work being undertaken by the Electoral Registration Officer.

**NOTED** the contents of the Report.

## **VJB20. REVENUE BUDGET 2009/10 – REVIEW AS AT 31.12.09**

There was submitted Report (circulated) by the Treasurer advising of the forecast outturn for the financial year ending 31 March 2010.

Discussion took place on the following:-

- The level of reserves
- Postage costs for the European Elections
- Legal fees

**NOTED** the contents of the Report.

## **VJB21. ASSESSOR'S IT HARDWARE RENEWAL**

There was submitted Report (circulated) by the Assessor and Electoral Registration Officer seeking approval in principle for the purchase of PC's to replace existing hardware, subject to the use of the joint framework for IT hardware purchases.

Discussion took place on the following:-

- The possibility of allocating funds over a 4 year period to pay for future renewals
- Options for the disposal of existing PC's

**AGREED** to authorise, in principle, the purchase of up to 56 PC's to replace older machines, subject to the use of the joint framework for IT hardware purchases.

## **VJB22 INTERNAL AUDIT REPORT – PAYROLL**

There was submitted Report (circulated) by the Treasurer presenting to the Joint Board the final Internal Audit Report in relation to Payroll.

Discussion took place on the following:-

- Insurance costs
- Possible new payroll system at Clackmannanshire Council

**NOTED** the contents of the Report.