



## Commission

**Open minutes of the 247<sup>th</sup> meeting held at 2:30pm on Monday  
30 June 2008 at 1 Waterhouse Square, London, EC1N**

**Commissioners present:** Professor Sir Barry Cunliffe CBE – Acting Chairman  
Professor David Cannadine  
Mr Manish Chande  
Ms Jane Kennedy  
Lord Leicester CBE  
Mr Chris Wilkinson OBE  
Ms Elizabeth Williamson

**Staff present:** Dr Simon Thurley – Chief Executive  
Ms Vida Cody – Commission Secretariat Manager  
Mr Peter Durham – Interim Financial Controller  
Mr Keith Harrison – Director of Finance and Corporate Services

**Others present:** Mr Andrew Fane – Audit Committee Chairman

### Item 1 – Apologies, Announcements, Declarations of Interest

#### Apologies

I.1 Apologies for absence were received from Lord Bruce-Lockhart (Chairman), Ms Maria Adebawale, Mrs Joyce Bridges, Mrs Gilly Drummond and Mr Michael Jolly.

#### Announcements

- I.2 The Chief Executive, as Presiding Officer, asked Commissioners to elect one of their number to chair the meeting in the absence of the Chairman. Professor Sir Barry Cunliffe was nominated and seconded.
- I.3 A revised agenda was tabled as the Audit Committee Annual Report had been added.

## Declarations of Interest

- 1.4 There were no declarations of interest.

## Item 2 – Audit Committee Annual Report to Commission (CP 2008/67/E)

- 2.1 Audit Committee members had agreed at their meeting on 30 June 2008 that they should present to Commission an Annual Report in line with best practice set out in HM Treasury's Audit Committee Handbook. The first such report was presented to Commission in draft.
- 2.2 The Audit Committee oversees the work of both the internal and external auditors. The Audit Committee Chairman commented on the strong partnership that exists between the two, on EH's very good in house accounting skills and on the quality of the draft report.
- 2.3 It was noted that the Audit Committee had approved their new Terms of Reference and that two new members had been appointed. The Audit Committee Chairman commented that a third Commissioner for the Committee was desirable.
- 2.4 Commission noted the report and approved the financial statements. (Secretariat note: Commissioners present at the meeting later approved by email the new Terms of Reference for the Audit Committee.)

## Item 3 – Annual Report and Accounts 2007/08 (CP 2008/68/E)

- 3.1 Commission was asked to approve the Annual Report and Accounts for the year ended 31 March 2008. Executive Board had approved the Annual Report at its meeting on 10 June and the Audit Committee at its meeting on 30 June (prior to Commission) had received the Accounts and were also recommending to Commission that they be approved.
- 3.2 After discussion Commissioners agreed with the Audit Committee view that it was not necessary to disclose any expenditure previously incurred on the Stonehenge Road Scheme as a constructive loss in the Accounts.
- 3.3 A request was made by one Commissioner for a break down of figures for accidents reported in 2007/08, to show how many of these were staff and how many were visitors.

**ACTION:** *Vida Cody*

- 3.4 Commission approved the Annual Report and Accounts for 2007/08 and authorised the Chairman and Chief Executive to sign the Annual Accounts on behalf of Commission.

**Item 4 – Iveagh Bequest Accounts 2007/08 (CP 2008/69/E)**

- 4.1 Commission was invited to approve the accounts of the Iveagh Bequest for the year ended 31 March 2008. English Heritage has acted as Trustee for the Iveagh Bequest since July 1997, the fund being in support of Kenwood House. At its meeting on 21 May 2008, the Finance Committee had recommended that the accounts be approved.
- 4.2 The poor performance of the fund over the course of the year was noted.
- 4.3 **Commission approved the accounts of the Iveagh Bequest for the year ended 31 March 2008.**

**Item 5 - Any Other Business**

- 5.1 There was no other business.

Vida Cody  
Commission Secretariat Manager  
July 2008