

**MINUTES AND REPORT OF THE AUDIT COMMITTEE
HELD ON 18 JULY 2024**

- * Councillor Crooks – Chair
- * Councillor C Downey
- * Councillor Martin
- * Councillor Steel
- * Councillor Thomson – Vice Chair

* Present # Absent & No Apology Received 0 Apology for Absence L Late

141. MINUTES

The Minutes of the Meeting held on 23 May 2024 were signed by the Chair as a correct record.

142. APOLOGIES FOR ABSENCE

Apologies for absence were received and recorded as above.

143. DISCLOSABLE PECUNIARY INTERESTS AND OTHER REGISTERABLE INTERESTS

Members made no declarations of interest in relation to any item on the agenda for this meeting, which is required to be disclosed by the Localism Act 2011 and the Godalming Members' Code of Conduct.

144. PETITIONS/STATEMENTS/QUESTIONS FROM MEMBERS OF THE PUBLIC

No petitions/statements/questions had been received from members of the public in accordance with Standing Order No 5.

145. QUESTIONS BY MEMBERS

No questions from Councillors were submitted in accordance with Standing Order 6.

146. WORK PROGRAMME

Members considered the Committee's Work Programme and noted the updates to progress on the items therein (copy attached to record minutes).

147. BANK RECONCILIATION

The Responsible Finance Officer tabled the current Bank Reconciliation for the information of Members.

Members agreed that the Chair should sign the bank reconciliation tabled.

148. INCOME CONTROLS

Members received the report on the review of income controls and noted there were no issues raised.

149. PAYMENT CONTROLS

Members received the report on the review of payment controls and noted there were no issues raised.

150. PAYROLL CONTROLS

Members received the report on the review of payroll controls and noted there were no issues raised.

151. PROPER BOOKKEEPING

Members received the report on the review of proper bookkeeping controls and noted there were no issues raised.

152. VAT CONTROLS

Members received the report on the review of VAT controls and noted there were no issues raised.

153. IT PROVIDER

Members considered a report on a review of GTC's IT provision with regard to cyber security and resolved to agree that the Council should proceed with the Cyber Essentials, Cyber Essentials Support and Cyber Essentials Plus options in order to enhance GTC's resilience; to be funded from the Computer budget.

154. REVIEW OF POLICY DOCUMENTS

Members considered the Council's Fixed Asset Disposal Policy and Fixed Asset Policy and there being no amendments required to those documents, resolved to agree the current published documents remain extant.

155. DATE OF NEXT MEETING

The next meeting of the Audit Committee is scheduled to be held in the Meeting Room at 107-109 High Street on Thursday, 12 September 2024 at 6.30pm.

156. ANNOUNCEMENTS

There were no announcements.