

**MINUTES AND REPORT OF THE AUDIT COMMITTEE
HELD ON 2 FEBRUARY 2023**

0	Councillor Boyle
*	Councillor Crooks – Vice-Chair
0	Councillor Heagin – Chair
*	Councillor Stubbs
0	Councillor Welland

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

480. MINUTES

The Minutes of the Meeting held on 3 November 2022 were signed by the Chair as a correct record.

481. APOLOGIES FOR ABSENCE

Apologies for absence were received and recorded as above. Councillor Ashworth substituted for Councillor Boyle and Councillor Steel substituted for Councillor Heagin.

482. 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.

483. 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.

484. QUESTIONS BY MEMBERS

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

485. WORK PROGRAMME

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

486. 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.

487. REVIEW OF RISK ASSESSMENT – PHYSICAL & INFORMATION SECURITY

Members considered the risk assessment on Physical & Information Security and agreed the proposed amendments (attached to record minutes).

488. REVIEW OF RISK ASSESSMENT – REPUTATION

Members considered the risk assessment on Reputation and noted no amendments had been proposed.

489. REVIEW OF RISK ASSESSMENT – FINANCIAL

Members considered the risk assessment on Financial and agreed the proposed amendments (attached to record minutes).

490. EXTERNAL AUDITOR APPOINTMENT

Members noted that PKF Littlejohn LLP have been re-appointed as our External Auditors until the financial year 2026/27.

491. HEALTH AND SAFETY MANAGEMENT SYSTEM

Full Council authorised Members of this committee to agree the appointment of a provider of an integrated Health & Safety management system for the Council with the cost of service to be no more than £3,120 per annum.

Members considered the confidential proposals of three Health & Safety management system providers and resolved to approve the appointment of Citation.

492. DATE OF NEXT MEETING

The next meeting of the Audit Committee is scheduled to be held in The Pepperpot on Monday, 17 April 2023 at 7.00pm.

493. ANNOUNCEMENTS

There were no announcements.