

GODALMING TOWN COUNCIL

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Municipal Buildings
Bridge Street
Godalming
Surrey GU7 1HT

13 March 2015

I HEREBY SUMMON YOU to attend the **AUDIT COMMITTEE** Meeting to be held in the Council Chamber, Municipal Buildings, Godalming on THURSDAY, 19 MARCH 2015 at 6.30 pm.

Louise P Goodfellow
Town Clerk

Committee Members: Councillor Hunter – Chairman
Councillor Thornton – Vice Chairman
Councillor Noyce
Councillor Robinson
Councillor Williams

AGENDA

1. MINUTES

To approve as a correct record the minutes of the meeting held on the 6 January 2015, a copy of which has been circulated previously.

2. APOLOGIES FOR ABSENCE

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

The Chairman to allow members of the public to ask questions, or make a statement or present a petition. This forum to be conducted in accordance with Standing Order 4.

4. DISCLOSABLE PECUNIARY INTERESTS AND NON-PECUNIARY INTERESTS

To receive from Members any declarations of interests in relation to any items included on the Agenda for this meeting required to be disclosed by the Localism Act 2011 and the Godalming Members' Code of Conduct.

5. WORK PROGRAMME

Members to consider its work programme and to receive an oral report from the Town Clerk as Responsible Finance Officer about additional areas of risk that the Committee might consider adding to the work programme (work programme attached for the information of Members).

6. BANK RECONCILIATION

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

Members of the Public have the right to attend all meetings of the Town Council and its Committees and are welcome.

Members to agree that the Chairman should sign the bank reconciliation tabled.

7. REVIEW OF THE EFFECTIVENESS OF INTERNAL CONTROL FOR GODALMING TOWN COUNCIL AND GODALMING JOINT BURIAL COMMITTEE

Members to consider a report from the Town Clerk as Responsible Finance Officer (report attached for the information of Members) and to consider what recommendations they will make to Full Council and the Godalming Joint Burial Committee.

8. CHANGES TO THE SMALLER AUTHORITIES' LOCAL AUDIT AND ACCOUNTABILITY FRAMEWORK

Members to consider a document published by the Department for Communities and Local Government in March 2015 about changes to audit arrangement for the smaller authorities including Godalming Town Council (document attached for the information of Members).

9. ACCOUNTS AND AUDIT ARRANGEMENTS FOR JOINT COMMITTEE FROM 2015/16 – GODALMING JOINT BURIAL COMMITTEE

Members to consider a letter from the Audit Commission about audit arrangements for the Godalming Joint Burial Committee effective from 2015/16 (letter attached for the information of Members).

10. DATE OF NEXT MEETING

The next meeting of the Audit Committee is scheduled to be held on Thursday, 4 June 2015 at 6.30 pm in the Council Chamber.

11. ANNOUNCEMENTS

Brought forward by permission of the Chairman. Requests to be submitted prior to commencement of the meeting.

GODALMING TOWN COUNCIL

Disclosure by a Member¹ of a disclosable pecuniary interest or a non-pecuniary interest in a matter under consideration at a meeting (S.31 (4) Localism Act 2011 and the adopted Godalming Members' Code of Conduct).

As required by the Localism Act 2011 and the adopted Godalming Members' Code of Conduct, **I HEREBY DISCLOSE**, for the information of the authority that I have [a disclosable pecuniary interest]² [a non-pecuniary interest]³ in the following matter:-

COMMITTEE: _____

DATE: _____

NAME OF COUNCILLOR: _____

Please use the form below to state in which agenda items you have an interest.

Agenda No.	Subject	Disclosable Pecuniary Interest	Non-Pecuniary Interest	Reason

Signed _____

Dated _____

¹ "Member" includes co-opted member, member of a committee, joint committee or sub-committee

² A disclosable pecuniary interest is defined by the Relevant Authorities (Disclosable Pecuniary Interests) regulations 2013/1464 and relate to employment, office, trade, profession or vocation, sponsorship, contracts, beneficial interests in land, licences to occupy land, corporate tenancies and securities

³ A non-pecuniary interest is defined by Section 5 (4) of the Godalming Members' Code of Conduct.