

GODALMING TOWN COUNCIL

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Municipal Buildings
Bridge Street
Godalming
Surrey GU7 1HT

28 September 2012

I HEREBY SUMMON YOU to attend the **AUDIT SUB-COMMITTEE** Meeting to be held in the Council Chamber, Municipal Buildings, Godalming on THURSDAY, 4 OCTOBER 2012 at 6.30 pm.

Louise P Goodfellow
Town Clerk

Committee Members: Councillor S Bott – Chairman
Councillor Hunter – Vice Chairman
Councillor Cosser
Councillor A Bott
Councillor Thornton

AGENDA

1. MINUTES

To approve as a correct record the minutes of the meeting held on the 21 June 2012, 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 80.

4. DISCLOSURE OF PERSONAL AND PREJUDICIAL 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 receive the reports undertaken to date on the work programme and to assess progress for the remainder (brought forward 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. EXTERNAL AUDIT

Members to receive the reports from the External Auditor for both the Godalming Town Council and the Godalming Joint Burial Committee for the financial year ending 31 March 2012 (copies attached for the information of Members).

8. DATE OF NEXT MEETING

The next meeting of the Audit Sub-Committee is scheduled to be held on Thursday, 7 March 2013 at 6.30 pm in the Council Chamber.

9. ANNOUNCEMENTS

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

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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 2012/1464 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.