

**MINUTES AND REPORT OF THE AUDIT COMMITTEE  
HELD ON THE 18 APRIL 2019**

- \* Councillor Bolton – Chairman
- \* Councillor Pinches – Vice Chairman
- \* Councillor Noyce
- \* Councillor Wainwright
- \* Councillor Follows

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

452. MINUTES

The Minutes of the Meeting held on the 24 January 2019 were signed by the Chairman as a correct record.

453. APOLOGIES FOR ABSENCE

Apologies for absence were received and recorded as above.

454. 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.

455. DISCLOSABLE PECUNIARY INTERESTS AND NON-PECUNIARY 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.

456. WORK PROGRAMME

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

457. BANK RECONCILIATION

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

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

458. REVIEW OF THE EFFECTIVENESS OF INTERNAL CONTROL

Members considered a report from the Responsible Finance Officer and agreed recommendations to Full Council and the Godalming Joint Burial Committee.

459. INTERNAL AUDITOR'S REPORT

Members considered the report of an internal audit conducted on 15 April 2019 by the Council's Internal Auditor Mulberry & Co., and noted that there were no issues raised for consideration.

460. ANNUAL GOVERNANCE STATEMENT

Members considered the answers to the questions posed by the Annual Governance Statement and agreed recommendations to Full Council as to how it should respond to those questions.

461. ACCOUNTING STATEMENTS 2018/19

Members considered the Town Council's Accounting Statements for the Financial Year ended 31 March 2019.

462. CREDIT CONTROL & BAD DEBTS

Members noted the bad debt report for the year ended 31 March 2019.

463. REVIEW OF RISK ASSESSMENT – PHYSICAL & INFORMATION SECURITY

Members considered the updated risk assessment on Physical & Information Security.

464. DATE OF NEXT MEETING

The next meeting of the Audit Committee is scheduled to be held in the Council Chamber on Thursday, 23 May 2019 at 8.00pm, or at the conclusion of the preceding Policy & Management Committee, whichever is later.

465. ANNOUNCEMENTS

There were no announcements.