

ST. JUST-IN-PENWITH TOWN COUNCIL

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10 February 2011



INTERNAL AUDIT COMMITTEE

You are hereby summoned to attend the next meeting of the Internal Audit Committee to be held as follows:-

DATE: FRIDAY 18 FEBRUARY 2011

TIME: 10.30 A.M.

VENUE: COUNCIL CHAMBER, 1 CHAPEL STREET, ST JUST

Members of the public are also invited to attend Council meetings and are able to address the Council on any item on the public part of the agenda.

Town Clerk

To:

Chairman:

Vice Chairman:

Committee

Cllr Ms P S Angove
Cllr B F Angwin
Cllr C S McClary

Cllr N McFadden
Cllr D Stevens
Cllr M Thomas

Also in attendance

Steve Hudson – Hudson Accounting

18 FEBRUARY 2011

AGENDA

1. Election of Chairman

To elect a Chairman of the Committee for the remainder of this municipal year.

2. Apologies for Absence

3. Election of Vice-Chairman

To elect a Vice-Chairman of the Committee for the remainder of this municipal year.

4. Declarations of Interest

5. Timetable of Meetings

The committee is asked to consider the frequency and dates of meetings of the committee for the remainder of this municipal year.

6. Work Programme

The Committee is asked to formulate a work programme for the remainder of this municipal year.

7. Local Government Pension Scheme

The Committee is asked to note the content of the attached letter dated 10 January 2011 from Cornwall Council regarding the new employer contribution rates for the three years commencing April 2011 following the triennial actuarial valuation.

8. Risk Assessment

Town Clerk to present details on a risk assessment process as required by the Audit Commission. Steve Hudson, the Council's Internal Auditor will also provide additional information on the process.

9. Asset Register

To approve the contents of the Town Council's Asset Register as of 31 January 2011 (copy attached)

10. Internal Audit Services

To consider the re-appointment of Hudson Accounting as the Council's Internal Auditor for the next financial year 2011 / 2012 and to consider engagement on a longer term basis and cost implications.

11. Exclusion of the Press and Public

If necessary, to consider passing the following resolution:

“RESOLVED - that under Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960, it is proposed that, because of the confidential nature of the business to be transacted, the public and press be excluded from the meeting for the business specified in the following item(s)