

MINUTES of the MEETING of the INTERNAL AUDIT COMMITTEE held in the Council Chamber, Council Offices, 1 Chapel Street, St Just on Thursday 19 January at 10.00 a.m.

PRESENT

Chairman: Cllr Stevens

Vice-Chairman: Cllr Angwin

Cllr M Thomas

Cllr Ms Angove

Cllr N McFadden – arrived at 10.35 a.m.

TOWN CLERK

Elaine Baker

IA.07 APOLOGIES FOR ABSENCE

An apology for absence was received from Councillor Nicholls.

IA.08 DECLARATIONS OF INTEREST

None received.

IA.09 MINUTES

**RESOLVED:** That the minutes of the meeting of the Internal Audit Committee held on 21 October 2011 be approved as a correct record and signed by the Town Mayor.

IA.10 SMALL GRANTS SCHEME

In the light of the Town Council's decision to refer back the proposed small grants scheme for further consideration (minute no. TC 155/11 refers), the Committee reviewed the content of the document to take on board the comments made at the Town Council meeting on 7 November 2011.

A number of amendments were proposed as set out in Appendix A to the minutes and the Committee

**RESOLVED TO RECOMMEND TO THE FULL COUNCIL:** That the small grants scheme as amended is adopted with effect from 1 April 2012.

IA.11 COMMUNICATIONS

The Committee considered the issue of communications which had been raised by Councillor McClary and referred to the Committee by the Town Council at its meeting on 9 January 2012 (Min No. TC 208/12 refers).

The Committee felt that the present arrangements for communicating Council business were satisfactory. However, it was agreed that the Town Council's advert in "Outreach" would be amended to encourage local residents to submit suitable material to the Town Clerk for inclusion on the Council's website.

Meeting closed at 11.00 a.m.

Date:

Chairman