

ST. JUST-IN-PENWITH TOWN COUNCIL

**Council Offices
1 Chapel Street
St Just
Penzance
Cornwall TR19 7LS**

**Telephone & Fax:
(01736) 788412**

**Email:
townclerk@stjust.org**

www.stjust.org

6 February 2012



INTERNAL AUDIT COMMITTEE

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

DATE: FRIDAY 14 FEBRUARY 2012

TIME: 9.30 A.M.

VENUE: COUNCIL CHAMBER, 1 CHAPEL STREET, ST JUST

Town Clerk

To:

Chairman:

Vice Chairman:

Committee

Cllr T McFadden
Cllr N McFadden
Cllr Mrs McQueen

Cllr F Morris
Cllr M Thomas
Cllr G Roberts

14 FEBRUARY 2012

AGENDA

1. Election of Chairman
2. Apologies for Absence
3. Election of Vice-Chairman
4. Declarations of Interest
5. Minutes

To pass the following resolution:

RESOLVED – that the Chairman signs as a true and accurate record the Minutes of the Meeting of the Committee held on 15 February 2013 (copy attached).

6. Financial Regulations

The Committee is asked to carry out the annual review of the Council's current financial regulations to ensure that they are fit for purpose, for recommendation to the full Council.

A copy of the current financial regulations is attached.

7. Risk Management Arrangements

The Committee is asked to carry out the annual review of the Council's risk management arrangements for recommendation to full Council. Details attached.

8. Asset Register

The committee is asked to review the current asset register as attached.

9. Internal Audit

To discuss any issues arising out of the interim audit report for the year ended 31 March 2014. Steve Hudson, the Council's Internal Auditor will be attending the meeting.

10. 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)."