

**ST. JUST-IN-PENWITH TOWN COUNCIL**

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4 February 2016



**INTERNAL AUDIT COMMITTEE**

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

**DATE: FRIDAY 12 FEBRUARY 2016**

**TIME: 9.30 A.M.**

**VENUE: COUNCIL CHAMBER, 1 CHAPEL STREET, ST JUST**

Town Clerk

To:

Chairman:

Vice Chairman:

Committee

Cllr Clemens  
Cllr Mrs Cock  
Cllr T McFadden

Cllr Mrs McQueen  
Cllr G Roberts  
Cllr Mrs Salmon

**12 FEBRUARY 2016**

**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 13 February 2015 (copy attached).

6. Standing Orders

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

A copy of the current Standing Orders is attached.

7. 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.

8. 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.

9. Asset Register

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

10. Internal Audit

To discuss any issues arising out of the interim audit report for the year ended 31 March 2016. Steve Hudson, the Council's Internal Auditor will be attending the meeting. A copy of the report is attached.

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).”