

To: Members of the
Audit Sub-Committee:-
Cllrs Banning, B Page, J Page
Mayor & Deputy Mayor

Telscombe Civic Centre
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12th June 2009

Dear Sirs

You are summoned to attend a meeting of the **AUDIT SUB-COMMITTEE** which will be held on **Monday 15th June 2009** in the Telscombe Civic Centre at 7.30 pm.

Yours faithfully

Martin Duckworth

Martin Duckworth
Town Clerk

A G E N D A

1. To elect Chairman and Vice Chairman of the Sub Committee
2. To Consider Annual Audit report from the Internal Auditor and review work of internal audit
3. To Consider quotations for Valuation of the Civic Centre and the Town Council's land holdings.
4. To receive update on progress in respect of production of new asset register
5. To consider any other matters