

TELSCOMBE TOWN COUNCIL



Minutes of a meeting of the **AUDIT COMMITTEE (sub-committee of P&R)** held on **Saturday 7th November 2009** in Telscombe Civic Centre at 9.45 am.

PRESENT Councillors: Mr T Banning, Mr P Howson (**Vice Chairman**)
Mr R Maskell (Mayor), Mr B Page,
Mr J Page (**Chairman**)

APOLOGIES None.

There being no members of the public present, the meeting commenced at 9.45 am.

5. **DECLARATIONS OF INTEREST**

None.

6. **TO CONSIDER REPORT AND AUDIT PLANNING MEMO FROM THE INTERNAL AUDITOR AND INTERNAL AUDIT REVIEW CHECKLIST**

Having considered the Internal Audit Planning Memo for 2009/10, and the Internal Audit Review Checklist these were noted by the committee.

7. **TO APPROVE AND SIGN THE RISK ASSESSMENT FOR THE YEAR 2009/10**

After consideration of the document, the Sub-Committee

RECOMMENDED approval of the Risk Assessment for the 2009/10 year and it was signed by the Chairman.

8. **TO CONSIDER ANY OTHER MATTERS**

There were no other matters for consideration.

9. **TO AGREE DATE AND TIME OF NEXT MEETING**

It was agreed to arrange a further meeting in the New Year as and when required.

There being no further business the Chairman closed the meeting at 10 am.

Signed
Cllr J Page, Chairman