

NEW FRANKLEY IN BIRMINGHAM PARISH COUNCIL

At a meeting of the Audit Committee held at the Council Offices, 12 Arden Road, Frankley on Tuesday 19th January 2010 at 1930 hours.

Present

Councillor Stephen Trefor-Jones (in the Chair)

Councillors Des Rogers and Joanna Walker

MINUTES

APOLOGIES FOR ABSENCE

There were none.

DECLARATIONS OF INTERESTS (EXISTENCE AND NATURE) WITH REGARD TO ITEMS ON THE AGENDA

There were no declarations.

PUBLIC PARTICIPATION SESSION WITH RESPECT TO ITEMS ON THE AGENDA

No member of the public wished to speak on any Agenda item.

MINUTES

It was proposed by the Chairperson, seconded by Councillor Joanna Walker, and –

- 13 RESOLVED: That the Minutes of the meeting of the Audit Committee held on 24th August 2009, having previously been circulated, were taken as read, confirmed and signed.

ACTION TAKEN FOLLOWING THE PREVIOUS MEETING

The Risk Review Log approved at the last meeting was submitted –

(Interleaved Document no. 1)

It was noted that the amended Risk Review log which had been amended at the last meeting of the Committee had been submitted to the meeting of the Parish

Council for approval. Of the agreed amendments to the log, the Portable Electrical Equipment test had been completed and the Health and Safety check had been undertaken but the Council was awaiting verification.

REVIEW OF EFFECTIVENESS OF THE COUNCIL'S SYSTEM OF INTERNAL CONTROL

The Members undertook a review of the Council's Internal Systems as detailed on the Risk Review Document.

An Audit Trail was carried to verify the Council's Receipts and Payments procedures.

Councillor Rogers questioned whether as part of the Equipment Safety Inspection, the lighting system in the office, which was over 5 years old, needed to be checked. It was agreed to seek the opinion of a qualified electrician.

It was noted that the Chairperson had made the necessary changes to his Register of Interests following his change of circumstances.

- 15 RESOLVED: It was agreed that the amended Risk Review Log, be submitted to the Council for its approval

ITEM FOR INFORMATION ONLY

There were none

LOCAL ISSUES RAISED BY THE PUBLIC

There were none

.....
Chairperson

.....
Date