

NEW FRANKLEY IN BIRMINGHAM PARISH COUNCIL

At a meeting of the Audit Committee held at the Council Offices, 12 Arden Road, Frankley on Monday, 4 June 2007 at 1925 hours.

Present

Councillors Ian Bruckshaw, Sid Grey MBE and Stephen Trefor-Jones

ELECTION OF THE CHAIRPERSON OF THE COMMITTEE

On receipt of a nomination it was –

- 1 RESOLVED: That, for the period ending with the Annual Meeting of the Parish Council in May 2008, Councillor Bruckshaw be appointed Chairperson of the Audit Committee.

APPOINTMENT OF THE MEMBERS OF THE COMMITTEE

- 2 Resolution No. 1556 of the Parish Council appointing Councillors Ian Bruckshaw, Sid Grey and Trefor-Jones to serve on the Committee was noted.

TERMS OF REFERENCE

- 3 It was noted that the Terms of Reference of the Committee were to review the effectiveness of the Council's financial procedures and the process of the Internal Audit.

REVIEW IOF THE EFFECTIVENESS OF THE COUNCIL'S SYSTEMS OF INTERNAL CONTROLS AND THE EFFECTIVENESS OF THE INTERNAL AUDIT.

The following Financial update from NALC and the report of the Internal Auditor for the Financial Year Ending 31 March 2007 were submitted –

(Interleaved documents nos 1 & 2)

The Clerk explained the system of financial control currently in place and the checks undertaken to minimise the risk of fraud. In response to questions he stated that he would welcome Members questioning

the draft payment list as he would not consider such action as questioning his integrity but rather, that the Council was satisfying itself as to the veracity of the content of the list. As an additional check, it was agreed that, in future, each invoice would be initialled as having been checked by one of the signatories to the payment check and the date and check number recorded on the invoice.

The content of the Internal Auditor's report were noted.

The following Statement On Internal Control for the Year Ending 31st March 2007 was submitted –

- 4 RESOLVED: That subject to the inclusion of the additional checks more particularly referred to in the foregoing preamble, the Statement On Internal Control for the Year Ending 31st March 2007 was approved for submission as part of the Annual Governance Statement to the next meeting of the Council.

The meeting end at 1947 hours

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Chairperson