

MALVERN TOWN COUNCIL

Town Clerk
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29 May 2019

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MEETING OPEN TO MEMBERS OF THE PUBLIC

To All Members of the Audit Committee (quorum 3):
Councillors C Bovey, L Lambeth, P Mewton, C Palmer, S Taylor

All other Members of the Town Council for information only

You are hereby invited to attend a meeting of the **Audit Committee** on **Tuesday 4 June 2019** in the **Council Chamber, Belle Vue Terrace, Malvern** commencing at **6.00 pm** for the transaction of the business shown on the Agenda below.

A handwritten signature in black ink, appearing to read 'L. J. Blake'.

Linda Blake
Town Clerk

No.	Agenda Item
1.	Election of Chairman <ul style="list-style-type: none">➤ To elect a Chairman of the Audit Committee for 2019/20
2.	Election of Vice-Chairman <ul style="list-style-type: none">➤ To elect a Vice-Chairman of the Audit Committee for 2019/20
3.	Apologies for Absence <ul style="list-style-type: none">➤ To receive apologies for absence
4.	Declarations of Interest <ul style="list-style-type: none">➤ To receive declarations of pecuniary interests and other disclosable interests
5.	Minutes of Previous Meeting <p>To receive and confirm as a correct record the minutes of previous Audit Committee meeting and the minutes to be signed by the Chairman</p> <ul style="list-style-type: none">➤ 29 February 2019 (previously circulated)
Public Participation <p><i>The Meeting will be adjourned for public participation when the Chairman will invite members of the public to present their questions, statements or petitions submitted under the Council's Public Participation Procedure.</i></p>	
6.	Annual Internal Audit Report – Financial Year ending 31 March 2019 <ul style="list-style-type: none">➤ Report AC01/19 (to follow)
7.	Internal Audit Committee – Work Plan 2019/20 <p>To consider and agree a timetable and programme of works to be carried out by Internal Audit Committee members</p> <ul style="list-style-type: none">➤ Suggestions by committee members and internal auditor
8.	Date of next Audit Committee Meeting <ul style="list-style-type: none">➤ Wednesday 9 October 2019