

Wonersh Parish Council

BLACKHEATH • SHAMLEY GREEN • WONERSH

www.wonershparish.org



Minutes of the meeting of the Council's Risk & Audit Committee held on Thursday, 25 April 2019 at 10.15am at the Wonersh Sports Pavilion

Present: Councillors M Band (in the chair), C Crouch, and G Payne.

In attendance: Lisa Davison

MINUTES

R 18/19 37	To receive and accept apologies for absence. Apologies were received from Cllr R Marley.
R 18/19 38	Wonersh Parish Code of Conduct – Declarations of disclosable interests and, if requested, consideration and approval of dispensations under the Code. No Councillors declared any disclosable interests.
R 18/19 39	To consider and approve the Minutes of the Committee meeting held on 4 April 2019. The Committee approved the official record of this meeting.
R 18/19 40	Open meeting for <i>members of the public</i> to raise matters about the Council's risk management and audit issues. No members of the public were present.
R 18/19 41	To receive progress reports about matters previously considered and approved by the Committee or the Council. See main agenda items.
R 18/19 42	To consider the Council's Risk Management Register to-date and to consider and approve recommendations, if any, about this Register to the Council. The Committee reviewed, and received comments from other Councillors, and advised the Clerk of a range of required updates to the Risk Managements Register. Action: Clerk to update register.
R 18/19 43	To consider the Council's 2018/19 Annual Governance and Accounts Return. Councillors reviewed a draft of the Annual Governance and Accounts Return and verified that the year-end accounting statement figures are correct and in agreement with the books once VAT and the processing of a Direct Debit, which left the account after the year-end, is accounted for. Action: Clerk and R Holmes, account for Direct Debit in 2019/20. Councillor's verified that the Annual Governance Statement is correct and supported by the Minutes of Council and Committee meetings during the year. These are to be noted by Cllr Weale in a completed version of the Corporate Governance Questionnaire and the Clerk when outlining the Council response to the 2017/18 Internal Audit. Completed and finalised paperwork is to be presented and signed at the May 2019 Council Meeting, in advance of the 2018/19 Internal Audit on 20 May 2019. Action: Clerk and Cllr Weale to prepare paperwork for circulation in advance of the May Council meeting.

R 18/19 44	Councillors' business and other correspondence for noting and including on a future agenda. No issues were raised.
R 18/19 45	To consider and approve the date of the next meeting of the Committee. The next meeting of the Risk & Audit Committee will be in Autumn 2019.
R 18/19 46	To consider and approve that the official record of this meeting be presented at the meeting of the Council on 16th May 2019 for approval. The Committee agreed to this.