

MINUTES OF THE **SPECIAL MEETING OF THE FINANCE & AUDIT COMMITTEE**
HELD ON **WEDNESDAY 23rd MAY 2018** AT 6.30 P.M. AT THE TOWN HALL, 9
DEVON SQUARE, NEWTON ABBOT

PRESENT:

Councillors	C N Parker (Chairman) Presiding D Corney-Walker (Vice-Chairman)	
Councillors	Mrs J Cleave R Hayes R Jenks (Dep Mayor) Mrs A Jones M Joyce	K Purchase (Mayor) Ms L Roberts M E Ryan Mrs L Sheffield T Ward

Councillor in attendance: M J Pilkington

In attendance: Mr P Rowe – Town Clerk
Mrs S Scott – Deputy Town Clerk
Mrs A Robinson – Committee Administrator

37. **APOLOGIES**

Apologies for absence were received on behalf of Councillors Mrs C Bunday and M Hocking.

38. **INTERESTS**

None declared.

39. **ANNUAL GOVERNANCE STATEMENT 2017/18**

The Chairman advised that questions received in advance of the meeting had be answered directly and he then invited the Deputy Clerk to report on the Annual Return for 2017/18. The Deputy Clerk reported to Members that the Internal Auditor had completed the work thereby ensuring that the Council met its statutory requirements in approving the Annual Return by 30th June 2018.

In accordance with Accounts and Audit Regulations 2015 consideration was given to the Annual Governance Statement 2017/18 which formed Section 1 of the Annual Return (previously circulated). Arising from the consideration, it was;

RESOLVED that the Council at its meeting to be held on 23rd May 2018 be **RECOMMENDED** to approve and sign Section 1 of the Annual Return, the Annual Governance Statement for the year ended 31st March 2018 and be submitted to PFK LittleJohn LLP.

40. **ACCOUNTING STATEMENT 2017/18**

In accordance with Accounts and Audit Regulations 2015 consideration was given to the Accounting Statement 2017/18 which formed Section 2 of the Annual Return (previously circulated). The Chairman, offered his thanks to the Clerk and Deputy Clerk on their work to complete the Annual Return.

Arising from the consideration, it was

RESOLVED that the Council at its meeting to be held on 23rd May 2018 be **RECOMMENDED** to approve and sign Section 2 of the Annual Return, the Accounting Statement for the year ended 31st March 2018, and be submitted to PFK LittleJohn LLP.

41. **INTERNAL AUDIT REPORT 2017/18**

The Chairman advised Members that having considered the **Audit Report for 2017-18**, previously circulated, he invited additional comment from Members. The Chairman noted that Members were aware of the Council's reduced reserves following the purchase of the former St. Leonard's Church as the premises for the Newton's Place Project and were assured that the Internal Auditor was fully informed of the project and the projected funding programme. Members discussed the Internal Auditor's suggestion (referred to as Recommendation 7) of the Council acquiring a bank debit card, but it was noted that this was not deemed necessary at this time. Following discussion among Members about the resolution of the majority of the recommendations, accordingly, it was:

RESOLVED that the Council at its meeting to be held on 23rd May 2018 be **RECOMMENDED** to adopt the **Internal Audit Report 2017/18** subject to it being noted that **R7** would not be actioned at this time.

42. **REPORT OF THE STAFFING SUB-COMMITTEE**

The Chairman invited Councillor Mrs A Jones (Presiding Chairman) to present the Minutes of the Meeting of the Staffing Sub-Committee held on 18th April 2018. Accordingly it was;

RESOLVED that the Minutes of the Staffing Sub-Committee held on Wednesday 18th April 2018, be hereby approved.

Chairman