

## ST NEOTS TOWN COUNCIL

HELEN KING  
Town Clerk

Council Offices  
St Neots Civic Centre  
The Priory  
St Neots  
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23 February 2011

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To: Members of the Public

### **A G E N D A**

**NOTICE IS HEREBY GIVEN** that a meeting of the **AUDIT & RISK COMMITTEE** will be held in **The Moot, the Priory Centre, St Neots** on **Wednesday 2 March 2011** at **6.30pm**.

1. Apologies for Absence

To receive and accept Councillors' apologies for absence.

2. Declarations of Interest

To receive from Councillors declarations as to personal and/or prejudicial interests and the nature of those interests in relation to any Agenda items.

3. Minutes

Attached

To approve the Minutes of the meeting held on 24 January 2011.

4. Internal Auditor

Verbal rpt

Members to note that the Internal Auditor has been appointed and has therefore started 2010/11 audit.

5. Internal Audit Report & External Report

Verbal rpt

At the last meeting Members requested invoices to be reconciled from the software packages in place. Members to note that this is not viable through our current system and advise officers on action to be taken.

6. Risk Register

Members to review the Risk Register and approve any changes made for 2011/12.

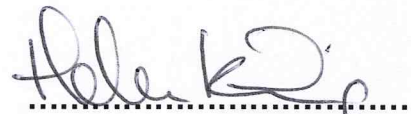
*Can be  
viewed at  
Council  
Offices*

7. Public Bodies (Admission to Meetings) Act 1960 - Exclusion of the Press and Public

To resolve that in accordance with section 1(2) of the Public Bodies (Admission to meetings) Act 1960 and by reason of the confidential nature of the remainder of the business, the press and public be excluded from the meeting.

8. Stock-taking Report

To receive a report of the Accountant's findings on stock-taking within the Community Centres.



**Helen King**  
**Town Clerk**  
23.02.11