



Established 1894

Angmering Parish Council

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TO MEMBERS OF THE COMMITTEE;

YOU ARE SUMMONED TO A MEETING OF THE GOVERNANCE & OVERSIGHT COMMITTEE WHICH WILL BE HELD AT THE PARISH OFFICE ON THURSDAY 26 MAY 2016 AT 7.30PM

1. APOLOGIES FOR ABSENCE

2. DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTERESTS

3. APPROVAL OF MINUTES OF THE MEETING HELD ON 1 MARCH 2016

The accuracy of the minutes is to be agreed and adopted.

4. PUBLIC CONSULTATION

An opportunity for parishioners to seek information or question the Committee on any relevant matter.

5. CLERK'S REPORT

To hear a report from the Clerk on progress since the last meeting.

6. 2015/2016 FINAL ACCOUNTS AND ANNUAL RETURN

To comment on the accounts and return, copies attached.

7. 2015/2016 INTERNAL AUDIT REPORT

To consider the attached report from the Internal Auditor.

8. ASSESSMENT OF THE EFFECTIVENESS OF INTERNAL AUDIT

The Parish Council is requested to:

- a) consider the effectiveness of the Internal Auditor in the last year with reference to attached analysis, and
- b) consider the reappointment of RS Hall & Co as the Internal Auditor for the 2016/2017 financial year.

9. RISK ASSESSMENT POLICY

To consider the attached Risk assessment Policy document and consider its development for the future.

10. GOVERNANCE FRAMEWORK

To receive a report from the Clerk on work done on policies, copies of the current versions being attached to this agenda. In particular the policies are split into an **Employees Handbook** and **Other Parish Council Policies**.

11. PARISH COUNCIL WEBSITE

To receive a verbal update from the Clerk on the progress of the website development.

12. DATE OF NEXT MEETING

The next scheduled meeting of the committee is Wednesday 3 August 2016. The Clerk is, however, on leave on that date, so the Committee might consider a change of date because of this.

RJM:R

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Rob Martin – Clerk to the Council

20/5/16
Date.....