



## **WILSDEN PARISH COUNCIL**

The Village Hall,  
Wilsden,  
Bradford,  
BD15 0HT.  
West Yorkshire.

[www.wilsdenparishcouncil.gov.uk](http://www.wilsdenparishcouncil.gov.uk)

Dear Councillors Callaghan, Dufton, Ketley and Overend,

You are summoned to attend a meeting of the Internal Audit Committee on Monday 29<sup>th</sup> October 2018 at 7.30 p.m. in the Contact Point in the Village Hall, Wilsden.

This meeting is open to the public.

*Gail Denham*

Clerk

24<sup>th</sup> October 2018

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### **AGENDA**

**2018/13 Declaration of Interest:**

To receive declarations of interest from councillors on items on the agenda.

**2018/14 To receive apologies and consider approving reasons for absence.**

**2018/15 To confirm as a correct record the minutes of the Internal Audit Committee meeting held on 26<sup>th</sup> June 2018. (attached)**

**2018/16 Public Representation (20 mins)**

**2018/17 To sample a list of payments, checking for entries of VAT recording, work completed and minuted.**

**2018/18 To note Councillor Callaghan's verification of Bank Reconciliations. (documents available at the meeting).**

**2018/19 To receive the most up-to-date Bank Statement and Financial Spreadsheet. (documents available at meeting)**

**2018/20 To review the Financial Risk Assessment document (attached)**

**2018/21 To receive the updates Assets Register (attached)**

**2018/22 To review insurances (attached)**

**2018/23 To review the Financial Regulations (attached)**

**2018/24 To discuss the appointment of an Internal Auditor (attached/document to follow)**

**2018/25 To set the date of the next meeting**

**2018/26 Items for inclusion on next agenda**