



WILSDEN PARISH COUNCIL

The Village Hall,
Wilsden,
Bradford,
BD15 0HT.
West Yorkshire.
www.wilsdenparishcouncil.gov.uk

Minutes of the Internal Audit Committee Meeting held on Monday 21st January

Present: Cllrs. Overend(Chair), Callaghan and Dufton,

Public: None

In Attendance: Gail Denham, Clerk

Meeting Opened: 7.30p.m.

Meeting Closed: 8.00p.m.

2018/27 Declaration of Interest:

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

None

2018/28 To receive apologies and consider approving reasons for absence.

RESOLVED: Apologies were received from Councillor Ketley and the reason for absence approved.

2018/29 To confirm as a correct record the minutes of the Internal Audit Committee meeting held on 29th October 2018

RESOLVED: The minutes of the Internal Audit Committee meeting held on 29th October 2018 were confirmed as correct.

2018/30 Public Representation (20 mins)

None

2018/31 To sample a list of payments, checking for entries of VAT recording, work completed and minuted.

RESOLVED: The following payments were sampled and entries of VAT recording, work completed and minuted checked:

Invoice Dated	From Whom	Amount	VAT, if any
30 th November 2018	Wilsden Village Hall	£4,250.00	None
1 st November 2018	Exa Networks Ltd.,	£90.00	£15
9 th October 2018	NALC	£60	£10
12 th September 2018	Bradford CPA	£2,957.61	£13.80
17 th September 2018	Bradford CPA	£162.70	£13.80
26 th June 2018	Came and Co.,	£291.20	None
26 th June 2018	Wilsden Village Hall	£43.50	None
25 th July 2018	Wilsden Village Hall	£38.50	None
25 th July 2018	Wilsden Village Hall	£29.00	None
7 th August 2018	After School Club	£750.93	None
12 th December 2018	Bradford CPA	£2,903.97	£16.20
10 th December 2018	G. Denham	£4.53	£0.62

2018/32 To note Councillor Callaghan's verification of Bank Reconciliations.

RESOLVED: Councillor Callaghan's verifications of the Bank Reconciliations were noted.

2018/33 To receive the most up-to-date Bank Statements and Financial Spreadsheet.

RESOLVED: The most up-to-date Bank Statements and Financial Spreadsheet were received. It was noted that the Barclays Bank Statement showed a balance of £24,296.44 and that the CCLA Bank Statement showed a balance of £30,000.

2018/34 To discuss the appointment of an Internal Auditor

RESOLVED: The Committee will recommend to the Full Council that Mr Ian Scott should be re-appointed as the Council's Internal Auditor for 2019-2010.

2018/35 To set the date of the next meeting

RESOLVED: The Internal Audit Committee will meet on 10th June at 7.30p.m.

2018/36 Items for inclusion on next agenda

RESOLVED: The usual items will be included in the next agenda.