



EAST PRESTON PARISH COUNCIL

9th July 2024

Dear Councillor and Parishioners

RE: AUDIT & GOVERNANCE COMMITTEE

NOTICE IS HEREBY GIVEN AND COUNCILLORS ARE SUMMONED to a Meeting of the above Committee to be held on **Monday, 15th July 2024** at East Preston Infant School, Lashmar Road, East Preston commencing at **19:00**.

The Public has the right to attend.

Yours sincerely

Clerk to the Council

To: All Members of the Audit & Governance Committee and other Members for information

A G E N D A

1. Introductions.
2. Annual Appointment of the Chairman of the Audit & Governance Committee.
3. Annual Appointment of the Vice-Chairman of the Audit & Governance Committee.
4. Apologies and Reasons for Absence.
5. Members and Officers are invited to make any declarations of pecuniary, personal and/or prejudicial interests they may have in relation to items on this Agenda, and are reminded they should re-declare their interest before consideration of the item or as soon as the interest becomes apparent.

Members and officers should make their declaration by stating:

- a) the item they have the interest in
- b) whether it is a pecuniary, personal interest and/or prejudicial interest
- c) the nature of the interest

d) if it is a prejudicial or pecuniary interest, whether they will be exercising their right to speak under Public Question Time

6. A **Public Question Time** of up to fifteen minutes. Where it is not possible to give immediate answers, the answers will be given at the next Meeting or, if preferred, sent direct to the questioner.

Note: This Question Time is the only opportunity for the Public to ask questions and these questions must be related to items on this Agenda.

Members of the public are asked to identify themselves clearly when they begin to speak.

7. To carry out the annual review of the committee's Terms of Reference.
8. To carry out the annual review of the council's Standing Orders.
9. To review, on behalf of the council, the final Internal Audit report for the financial year ending 31st March 2024.
10. To select two committee members to meet with the Internal Audit on 23rd October.
11. Leases Working Party: to receive any update.
12. To receive any update on the review of the Council Plan.
13. To approve the Minutes of the meeting held on 11th March 2024.
14. To receive an update on any matters from previous meetings.
15. Urgent matters arising, for information only, since the preparation of this Agenda.
16. New items to be referred to the next meeting (18th November 2024).

This meeting is open to the public. Where possible, members of the public are to be present five minutes before the start of the meeting.

Council Office, 122 Sea Road, East Preston, West Sussex. BN16 1NN

01903 770050

<http://eastpreston-pc.gov.uk>

Email: clerk@eastpreston-pc.gov.uk