

FINAL ACCOUNTS & AUDIT COMMITTEE

16 April 2007

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THE PRESS AND PUBLIC ARE WELCOME TO ATTEND THE MEETING

Dear Councillor

4 April 2007

Your attendance is requested at a meeting of the Final Accounts & Audit Committee to be held on **Monday 16 April 2007** starting at 6.00pm, in The Bewley Room, Level +1, Monkton Park Offices, Chippenham.

Yours sincerely

John Watling
Policy and Democratic Services Team Leader

A.L. Davis
V.H. Greenman

S.B. Meadowcroft
R.L. Tonge

To Group Leaders

Agenda only to all other Councillors



INVESTOR IN PEOPLE

AGENDA

1. Apologies For Absence

2. Membership of the Final Accounts & Audit Committee

The Policy and Democratic Services Team Leader will report on changes in Membership under the provisions of the Local Government (Committees and Political Groups) Regulations 1990 and Council Procedure Rule Number 4.

3. Public Question Time/Receipt of Petitions

To receive public questions and/or petitions in accordance with the provision of Council Procedure Rules Numbers 11 and 12.

4. Chairman's Announcements

5. Minutes

To approve and sign as a correct record the Minutes of the Meeting held on 26 February 2007 (**copy attached**).

6. Declarations of Interest

To receive declarations of interest from Members in respect of any item contained in this Agenda.

7. Annual Audit and Inspection Letter 2005/06 and Use of Resources Assessment – March 2007

The purpose of report no. 7, **copy attached**, is to present the Annual Audit and Inspection Letter for 2005/06 and the associated Use of Resources Assessment as produced by the Audit Commission. The Action Plan listed as Appendix 1 **will follow**.

8. Collection Fund and Budget for 2007/08

The purpose of report no. 8, **copy attached**, is to respond to the question raised at the last meeting "how the surplus monies appeared and the process for uncovering them."

9. Accounting Policies

The purpose of report no. 9, **copy attached**, is to seek approval for Accounting Policies adopted for the financial year 2006/07 and to recommend a delegation to the Section 151 Officer.

10. Accounts Progress and Timetable

The purpose of report no. 10, **copy attached**, is to provide information about the timetable for closure of the accounts and progress to date.

11. Final Accounts and Audit Committee Terms of Reference

The purpose of report no. 11, **copy attached**, is to present amended Terms of Reference for the Final Accounts and Audit Committee.

12. Internal Audit Progress Report

The purpose of report no. 12, **copy attached**, is to update the Committee on progress against the 2006/07 Internal Audit Plan.

13. Internal Audit Plan 2007/2008 to 2009/2010

The purpose of report no. 13, **copy attached**, is to present the draft Internal Audit Plan for the three years 2007/08 to 2009/10 for approval.

14. Test of the Disaster Recovery Plan

To receive an oral report from the Audit Manager on the test of the Disaster Recovery Plan.