

BRAUNSTONE TOWN COUNCIL

MINUTES OF CORPORATE GOVERNANCE SUB-COMMITTEE

THURSDAY 11th JUNE 2015 AT 6.30PM

PRESENT: Councillor Nick Brown (Chair), Councillor Amanda Hack (Vice-Chair) and Councillor Bill Wright.

Officers in Attendance: Darren Tilley, Executive Officer & Town Clerk.

There were no members of the public present at the meeting.

1. Apologies

An apology for absence was received from Councillor Shabbir Aslam.

2. Disclosures of Interest

There were no disclosures of any Disclosable Pecuniary or Non-Pecuniary Interests by Members.

3. Public Participation

In accordance with Standing Order 3.6, members of the public may attend the meeting for the purpose of making representations, giving evidence or answering questions in respect of any item of business included on the agenda.

There were no members of the public at the meeting.

4. Minutes of the Meeting held 12th June 2014

The Minutes of the Meeting held on 12th June 2014 were circulated (item 4 on the agenda).

RESOLVED that the Minutes of the meeting held on 12th June 2014 be approved and signed by the Chairperson as a correct record.

5. Review of Systems of Internal Control and Management of Risk

The Committee received a report confirming action taken in completing a review of the systems of internal control in line with Section 2 of the Statement of Accounts for the Year Ended 31st March 2015 (item 5 on the agenda).

RESOLVED that the systems of internal control and management of risk be confirmed as sound and that Section 2, Annual governance statement 2014/15, of the Statement of Accounts be completed accordingly.

Reason for Decision

Having reviewed the control measures for each of the areas listed on the Annual Governance Statement and the assessment of risks facing the

Council and associated mitigating measures, the Sub-Committee were confident that to the best of their knowledge and belief, with respect of the accounting statements for the year ended 31st March 2015, there were sound systems of internal control and management of risk.

6. External Audit 2013/2014

The Committee noted that the Council's External Audit had been completed by Grant Thornton UK LLP on 5th September 2014 and an unqualified opinion had been given.

7. Internal Auditor's Report for the Year Ended 31st March 2015

The Committee received the Internal Auditor's Report and associated Improvement Action Plan in respect of the Annual Return for the year ended 31st March 2015 (item 7 on the agenda).

RESOLVED that the observations of the Internal Audit be noted and that the recommendations for improvement, as set out in the Improvement Action Plan, be adopted.

Reason for Decision

To ensure that the observations of the Internal Audit would be addressed with appropriate and balanced measures.

8. Appointment of Internal Auditor for 2015/2016

The Committee considered appointing an Internal Auditor for 2015/2016 in accordance with the Terms of Reference set out in "Governance and Accountability for Local Councils – A Practitioners Guide" (item 8 on the agenda).

RESOLVED that North West Leicestershire District Council be requested to undertake the Town Council's Internal Audit for the Year Ending 31st March 2016.

Reason for Decision

To ensure arrangements were in place for compliance with Accounts and Audit Regulations.

9. Statement of Accounts for the Year Ended 31st March 2015

The Committee received the Statement of Accounts for the Year Ended 31st March 2015 in order to determine whether to recommend approval to the Full Council meeting on 25th June 2015 (item 9 on the agenda).

RESOLVED THAT IT BE RECOMMENDED TO POLICY & RESOURCES COMMITTEE THAT IT BE RECOMMENDED TO COUNCIL that the Statement of Accounts for the Year Ending 31st March 2015 be adopted.

Reason for Decision

The Corporate Governance Sub-Committee, having carried out an assessment of the effectiveness of the Internal Audit process, concluded that there were sound systems of internal control.

10. Termination of the Meeting

The meeting closed at 7.00pm

NOTE:

CRIME & DISORDER ACT 1998 (SECTION 17) – The Council has an obligation to consider Crime & Disorder implications of all its activities and to do all that it can to prevent Crime and Disorder in its area.

EQUALITIES ACT 2010

Braunstone Town Council has a duty in carrying out its functions to have due regard to:-

- eliminate unlawful discrimination, harassment and victimisation;
- advance equality of opportunity between different groups; and;
- foster good relations between different groups

To ensure that no person receives less favourable treatment on the basis of race, disability, sex, gender re-assignment, sexual orientation, age, religion or belief, marriage or civil partnership, pregnancy or maternity.

These issues were considered in connection with each of the above decisions. Unless otherwise stated under each item of this report, there were no implications.

SIGNED _____ (CHAIR)

DATED _____