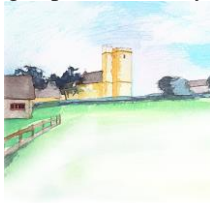


PORTSKEWETT COMMUNITY COUNCIL

Cyngor porthiscoed cymuned

Clerk to the Council
Mrs B Young
Telephone 01291 430818



54 Main Road
Portskewett
Caldicot
Monmouthshire
NP265SA

Email:
clerkatportskewettcc@outlook.com

www.portskewettcc.org

27th April 2021

COMMUNITY COUNCIL MEETING

Councillors,

You are hereby given notice that the next meeting of the Portskewett Community Council Audit Committee will be held on **Tuesday 4th May 2021 at 12 noon by remote access**. All members of the Audit Committee are summoned to participate for the purpose of transacting the business as set out below.

Beverley Young
Clerk to the Council

AGENDA

- 1. Sign the Attendance Book**
- 2. Apologies for Absence**
 - a. To receive any apologies for absence.
- 3. Declarations of Interest**
 - a. To receive any declarations of interest in agenda items.
- 4. Annual Governance Statement for 2020/21**
 - a. To review the adequacy of the Annual Governance Statement and Internal Audit Statement for the year ended 31st March 2021.
- 5. Internal Audit 2020/21**
 - a. To review and approve the Scope of Audit.
 - b. To consider the findings of the internal audit work.
- 6. External Audit 2019/20**
 - a. To review the work and findings of the External Auditor and confirm appropriate measures have been taken in respect of any matters raised.
- 7. Financial Reporting 2020/21**
 - a. To review the Annual Accounts and Financial Statements before submission to the Council, looking at:
 - Changes in, and compliance with, Standing Orders and Financial Regulations.
 - Unadjusted mis-statements in the financial statements.
 - Significant adjustments resulting from the audit.
 - b. To review systems for financial reporting to the Council, including budgetary control, for completeness and accuracy of the information provided.
- 8. Review of Strategic Documents**
 - a. To review the following documents:
 - Council's Risk Assessment.
 - Standing Orders.
 - Financial Regulations.
- 9. Declarations of Interests**
 - a. To review the arrangements for declaring, registering and handling interests.

Beverley Young (Clerk)

Carol Carne (Chairman)

27th April 2021