

PORTSKEWETT COMMUNITY COUNCIL

Clerk to the Council: Mrs B Young
Telephone: 07487315981
Email: clerkatportskewettcc@outlook.com
Website: www.portskewettcc.org



AUDIT COMMITTEE MEETING

4th June 2026

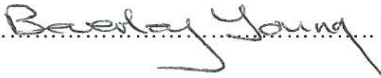
Councillors,

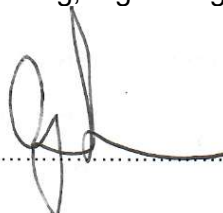
You are hereby given notice that the next meeting of the Portskewett Community Council Audit Committee will be held on **Wednesday 10th June 2026 at 4pm at Portskewett and Sudbrook Recreation Hall**. All members of the Audit Committee are summoned to participate for the purpose of transacting the business as set out below.

Mrs B.Young
Clerk to the Council

AGENDA

1. **Sign the Attendance Book**
2. **Appointment of Chair and Vice Chair**
 - a. To elect the chair and vice chair of the committee.
3. **Apologies for Absence**
 - a. To receive any apologies for absence.
4. **Declarations of Interest**
 - a. To receive any declarations of interest in agenda items.
5. **Annual Governance Statement and Internal Audit Statement for 2025/26**
 - a. To review the adequacy of the Annual Governance Statement and Internal Audit Statement for the year ended 31st March 2026.
6. **Internal Audit 2025/26**
 - a. To review and approve the Scope of Audit.
 - b. To consider the findings of the internal audit work.
7. **External Audit 2022/23, 2023/24 and 2024/25**
 - a. To review the work and findings of the External Auditor and confirm appropriate measures have been taken in respect of any matters raised.
8. **Financial Reporting 2025/26**
 - 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 misstatements 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.
9. **Review of Strategic Documents**
 - a. To review the following documents:
 - Council's Risk Assessment.
 - Standing Orders.
 - Financial Regulations.
10. **Declarations of Interests**
 - a. To review the arrangements for declaring, registering and handling interests.

 Clerk

 Chair

4th June 2026