



Our ref: Au.11M/LH

13th March 2025

Dear Members of the Audit Committee

You are summoned to attend Spennymoor Town Council's ordinary meeting of the **AUDIT COMMITTEE** to be held in the Ground Floor Meeting Room of the Solan Connor Fawcett offices, Silver Street, Spennymoor on **Wednesday 19th March 2025** at 6.30pm.

SPENNYMOOR TOWN COUNCIL
AUDIT COMMITTEE
ORDER OF BUSINESS - Meeting to be held Wednesday 19th March 2025

The Council would like to advise that this meeting is being audio and video recorded and will subsequently appear on the Council website. If you decide to remain in the room, it will be taken that you have given consent, for both yourself and any other person you are responsible for to be recorded as stated. Could I ask that all mobile devices are either switched off or to silent during this meeting.

1. **Apologies for Absence** - To consider for approval.
2. **Declarations of Interest** - to note declarations of interest from Members on items on the agenda.
3. **Members Dispensations** - to consider written requests for dispensations from Members who have declared interests under Disclosable or Non-Disclosable pecuniary interests – Section 33 of the 2011 Localism Act and Standing Order 14.
4. **Public Participation** - members are requested to receive and consider any questions from Members of the Public in accordance with Standing Order 13.
5. **Minutes of Last Meeting** - To submit and if approved, confirm as a correct record the Minutes of the Audit Committee meeting held on 18 July 2024 for signing.
6. **Internal Auditor's Assurance Report for 2024/25** – members are recommended to receive and consider the Internal Auditor's Assurance Report for 2024/25, and specifically the recommendations and management responses contained within the report. The Internal Auditor Mark Fletcher will be in attendance to present the report.
7. **Internal Audit work programme and future Audit Committee meeting schedule** – to review the approved Internal Audit work programme in light of the most recent Internal Assurance report and consider the recommendation of the Town Clerk that Internal Audit Committee moves to a quarterly meeting cycle for the 2025/26 financial year.



SPENNYMOOR TOWN COUNCIL

Telephone: 01388 815276
Email: info@spennymoor-tc.gov.uk

Summons issued and certified by:

Ian Morris MA FSLCC
Town Clerk
13th March 2025

- To:** All Members of the Audit Committee of Spennymoor Town Council –
Cllrs I Geldard, S Gilling, N Foster, B Thorkildsen, A Lowther, C Maddison,
L Maddison, B McAloon, D Ranyard, D Taylor and E Wood.
- Cc:** Tanya Davies, Senior Finance Officer
Danny Booth, Grounds & Facilities Manager
All other Town Council members for information only