

**REDRUTH TOWN
COUNCIL**



**CONSEL AN DRE
RESRUDH**

Redruth Civic Centre, Alma Place, Redruth, Cornwall TR15 2AT

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Town Mayor: Cllr Ms D L Reeve

Town Clerk: P B Bennett

Minutes of a Meeting of the Redruth Town Council Audit & Accounting Governance Committee
held virtually and remotely on Tuesday 20th April 2021

Present: Cllr C Garrick Chairman
Cllr S Barnes
Cllr Mrs A Biscoe
Cllr H Biscoe
Cllr M Brown
Cllr Ms D Reeve

In attendance: P B Bennett Town Clerk
Mrs J Pascoe Admin & Finance Assistant
Cllr I Thomas

PART I – PUBLIC SESSION

- 1405.1 **To confirm Members can communicate with others at the meeting and to receive apologies for absence.**
- 1405.1.1 All Members confirmed that they could communicate with others at the meeting, and apologies were received from Cllrs Mrs Davidson (other commitments) and Tregunna (unwell).
- 1405.2 **Members to declare any disclosable pecuniary interests or non-registerable interests (including details thereof) in respect of any item(s) on this Agenda.**
- 1405.2.1 There were no interest declared.
- 1405.3 **To confirm the minutes of:**
The Audit & Accounting Governance Committee Meeting held on 19th January 2021:
- 1405.3.1 Unanimously RESOLVED that the minutes of the Audit & Accounting Governance Committee Meeting held on Monday 19th January 2021 were a true and accurate record of proceedings. [Proposed: Cllr Reeve; Seconded: Cllr Brown].
- 1405.4 **Town Clerk's Report**
- 1405.4.1 The Town Clerk's report had been circulated prior to the meeting and was noted.
- 1405.4.2 Cllrs Barnes and H Biscoe were nominated to carry out this committee's audit checks, if guidelines allow, and to report back to the meeting in July 2021.

1405.5 To review Ear Marked Reserves (EMRs)/General Fund at the year ended 31st March 2021

1405.5.1 A report had been circulated to members prior to the meeting outlining recommendations in relation to EMRs and the level of the General Fund at the year end. The matter was discussed in some detail with some transfers to EMRs regular and others to allow additional expenditure in relation to proposals for the forthcoming financial year.

1405.5.2 Unanimously RESOLVED that the following amounts in budget headings be transferred at the year-end – Staff Costs, £40100; Mayors Allowance £1853; Events Contingency £10000; Elections £500; Signs £5500; CCTV £3500; Floral Displays £6000; Climate Change £20000; and Bus Shelters £2000. [Proposed: Cllr Barnes; Seconded: Cllr Reeve]

1405.6 To consider the Town Council Accounts for the year ended 31st March 2021 and to make recommendations to Council

1405.6.1 A report had been circulated prior to the meeting with a completed Annual Return, a copy of the Annual Internal Audit Report and other associated documentation required by the external auditor as part of the year end process. Members discussed each of the documents in turn and it was agreed that the Chairman of Audit & Accounting Governance submit a report to the next Council meeting recommending that Council approve the Accounts as submitted.

1405.6.2 Unanimously RESOLVED that

- a. this committee recommends that Council approves the Annual Governance Statement in Section 1 of the Annual Return, as outlined above, and primarily evidenced by the work of our independent internal auditor and this committee's work on internal audit checks, thereby accepting our responsibility for the preparation of the statement of accounts and for the Council's internal controls.
- b. this Committee recommends to the Council that the Accounting Statements 2020-21 for the Town Council be approved and signed off at Section 2 of the Annual Return.
- b. this committee recommends that Council in approving the Statement of Accounts in Section 1 of the Annual Return confirms the explanation of the variances exceeding +/- 15% for Boxes 2, 3, and 6, and the difference between Boxes 7 & 8.
- c. this committee approves the details to be included in our response to the intermediate level review, as outlined above.
- d. this committee recommends the Council notes with gratitude the work of the internal independent auditor and his reports.

[Proposed: Cllr Biscoe; Seconded: Cllr Brown]



Chairman