

# MALVERN TOWN COUNCIL

Town Clerk  
28-30 Belle Vue Terrace  
Malvern  
Worcs  
WR14 4PZ  
Tel: 01684 566667



31 August 2022

[townclerk@malvern-tc.org.uk](mailto:townclerk@malvern-tc.org.uk)  
[www.malverntowncouncil.org](http://www.malverntowncouncil.org)

## MEETING OPEN TO MEMBERS OF THE PUBLIC

### To All Members of the Audit Committee (quorum 3):

Councillors C Palmer (Ch), C Bovey, L Lambeth, D Mead, D Watkins

### All other Members of the Town Council for information only

You are hereby invited to attend a meeting of the Audit Committee on Tuesday 6 September 2022 in the Council Chamber, Belle Vue Terrace, Malvern commencing at 6.00 pm for the transaction of the business shown on the Agenda below.

A handwritten signature in black ink, appearing to read 'L. J. Blake'.

**Linda Blake**  
**Town Clerk**

No.	Agenda Item
1.	<b>Apologies for Absence</b> <ul style="list-style-type: none"><li>➤ To receive apologies for absence</li></ul>
2.	<b>Declarations of Interest</b> <ul style="list-style-type: none"><li>➤ To receive declarations of pecuniary interests and other disclosable interests</li></ul>
3.	<b>Minutes of Previous Meeting</b> <p>To receive and confirm as a correct record the minutes of previous Audit Committee meeting and the minutes to be signed by the Chairman</p> <ul style="list-style-type: none"><li>➤ 8 June 2022 (previously circulated)</li></ul>
<b>Public Participation</b> <p><i>The Meeting will be adjourned for public participation when the Chairman will invite members of the public to present their questions, statements or petitions submitted under the Council's Public Participation Procedure.</i></p>	
4.	<b>Review of Transparency Code requirements and Town Council's publication of information in line with these (Section L of AGAR) – to follow</b> <ul style="list-style-type: none"><li>➤ Discussion around self-assessment template and agreement of any recommendations</li></ul>
5.	<b>Review of controls in place for assessing, marking and awarding of grants under the grants scheme</b>

	➤ Report AC01/22 (to follow)
<b>6.</b>	<b>Identification of any further areas of internal audit work for 2022/23</b> ➤ Report AC02/22 to follow
<b>7.</b>	<b>Date of next Audit Committee Meeting</b> ➤ Wednesday 12 October 2022