

Dear Sir/Madam,

I am to inform you that a Meeting of the **AUDIT SUB-COMMITTEE** will be held in the Council Chamber, Council Offices, School Aycliffe Lane, Newton Aycliffe, on **WEDNESDAY, 29th FEBRUARY 2012 at 6.00 p.m.**

Yours faithfully,

Town Clerk.

AGENDA

1. **APOLOGIES FOR ABSENCE**

To receive apologies for absence.

2. **DECLARATIONS OF INTEREST**

To notify the Chairman of any items that appear in the agenda in which you may have an interest.

... 3. **MINUTES**

To confirm as a correct record the minutes of the meeting of the Audit Sub-Committee held on the 19th October 2011.

... 4. **ANNUAL REVIEW OF INTERNAL AUDIT SERVICE**

To consider the attached report from the Finance Manager.

... 5. **INTERNAL AUDITOR'S REPORT**

To consider the attached report from the Internal Auditor.

... 6. **RISK ASSESSMENTS**

To consider the attached report from the Town Clerk.

MEMBERSHIP OF THE AUDIT SUB-COMMITTEE

Councillors Mrs. D. Bowman, J.D. Clare, Mrs. M. Dalton, P. Ducker, B. Hall, M. Iveson, W. Iveson and Mrs. V.M. Raw.