

Westbury Sub Mendip Parish Council

MEETING Date: ...Wednesday 3rd November.....

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| <p>Agenda Item: Insert wording to appear on the agenda. Remember to make it clear what you are asking your fellow Councillors to do. "To consider..." " To note..." "To review..." "To resolve..."</p> | <p>Acceptance of quotes and appointment of the Internal Auditor for 2021/2022</p> |
| <p>Background Information: Insert as much information as possible so that councillors have the detail that they need in order to make an informed decisions</p> | <p>Last years costs for the Internal Auditor were £234 (including VAT) and the audit was carried out by Pro-Business in Wells. They have quoted the same price for this year.</p> <p>I have contacted two other internal auditors, a company in Bath and a company in Chippenham. The company in Bath who I used last year for other councils has declined and I am awaiting a reply from the company in Chippenham.</p> <p>I have also contacted SALC to see if they can recommended anyone.</p> |
| <p>Background Documents: Insert names of documents to be sent out with the meeting papers.</p> | |
| <p>Costs: Insert detail of any costs associated with the decision that you are asking the council to make</p> | |
| <p>Recommendation Insert the resolution that you are seeking ie; "to resolve to..." "to note that ..."</p> | |

PLEASE NOTE

Agenda item requests must be received by the Clerk at least 10 days before the meeting at which you'd like your item to be considered.