

Dear Sir/Madam

NOTICE OF MEETING

A Meeting of the **SCRUTINY COMMITTEE** will be held in the **Astley Room** at the Village Hall, Station Road, Broughton Astley at **8.00 pm** on **Tuesday 1 September 2015** for the transaction of the following business. Your presence is required.



Dated this 25 August 2015

D S Barber
Parish Manager

A G E N D A

1. Attendance and Apologies.
2. Declaration of Members' interests on any matters to be placed before the Committee.

Council Management

3. To assess the:
 - (1) likely impact on crime and disorder of the Parish Council's resolutions from the 21 May and 18 June 2015 meetings; and
 - (2) actions required to prevent or limit any negative impact created by these regulations.
4. To review the results from the Mini Internal Audit of Financial Transactions undertaken on 16 June 2015 by Councillors Brown and Patrick.
5. To arrange the next Mini Internal Audit of Financial Transactions to be undertaken on an agreed date in October 2015.
6. To review the Broughton Astley Parish Council Risk Register.
7. To review the Broughton Astley Parish Council Internal Controls.

8. To review amendments to the Broughton Astley Health and Safety Policy following recommendations made from the H&S Audit undertaken by Browns Health and Safety on 6 August 2015, taking into account the introduction of any new legislation.
9. To review the results of the COSHH assessments completed in April 2015.
10. To review and consider the Draft Electronic Information and Communications Systems Policy for adoption and review of the policy on an annual basis by the Parish Council.