

**MINUTES OF THE FINANCE & GENERAL PURPOSES COMMITTEE HELD ON TUESDAY 8<sup>th</sup> JULY 2008  
AT THE OFFICES OF BIGGLESWADE TOWN COUNCIL, THE OLD COURT HOUSE, SAFFRON ROAD,  
BIGGLESWADE**

**Present:** Cllr PF Vickers (Chair), Cllr Mrs S Grayston, Cllr Mrs J Lawrence, Cllr D Smith, Cllr P R Rook, Cllr G Wilson Cllr P Woodward, Cllr T Woodward  
Mrs DA King - Town Clerk

**1. APOLOGIES**

Apologies were received from Cllr D Lawrence.

**2. DECLARATION OF INTERESTS**

There were no declarations of interest

**3. PUBLIC OPEN SESSION**

There were no matters discussed during the public open session.

**4. ELECTION TO THE OFFICE OF VICE CHAIR**

It was **RESOLVED** that Cllr Mrs S Grayston be appointed to the office of Vice Chair of the Finance & General Purposes Committee for the period 2008/2009.

**5. ITEMS FOR CONSIDERATION**

**a. Interim Internal Audit Report 2007/2008**

Members received the Interim Internal Audit Report and agreed to implement the recommendations on the Action Plan. (copy of associated documentation are attached to the minutes)

**b. Financial Risk Assessment and Review**

Members received and reviewed the documented risk assessment carried out for 2007/2008. (copy of documents associated with the review are attached to the minutes).

**c. Review of the Effectiveness of the Internal Audit**

- i. Members reviewed the effectiveness of the internal audit. (copy of all associated documentation is attached to the minutes).
- ii. Members approved the revised Strategic Five Year Plan (Internal Audit Programme).

**6. PUBLIC OPEN SESSION**

There were no matters discussed during the public open session.