

Sleaford Town Council
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To: Cllr L Edwards-Shea, Cllr Fernandes, Cllr Oates, Cllr Offer, Cllr Parry, Cllr Smith, Cllr Suiter and Cllr Thomas.

The next Meeting of the **2021-22 Internal Audit Report Task & Finish Group** will take place on **Tuesday 9th August at 2:00pm** to be held electronically, via Zoom.

To access the meeting via Zoom please use the following link

<https://us02web.zoom.us/j/3051546049?pwd=VGdhVmprRWU5VGt3MmQvckZPNFVUdz09>

Meeting ID: 930 292 5924

Passcode: 850279

Nicola Marshall

Nicola Marshall
Deputy Clerk to the Council
29th July 2022

1. **Election of the Task & Finish Group Lead**
2. **Apologies for Absence**
3. **To appoint a Note Taker for this meeting**
4. **Terms of Reference** – To confirm the T&F Groups Terms of Reference as per the Full Council Resolution on 20th July 2022:-

“To look at all recommendations in the 2021-22 Internal Audit Report, including matters not yet dealt with from earlier Internal Audit reports, and resolve those issues that could be dealt with under the Council’s constitution without further Full Council approval as soon as possible, and report back to Full Council on those matters that required Full Council approval to resolve.”

5. **Business to be discussed**
6. **Items for next meeting**
7. **Date of next Meeting**