

Sleaford Town Council  
Quayside House,  
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To: Cllr L Edwards-Shea, Cllr Fernandes, Cllr Offer, Cllr Parry, Cllr Smith, Cllr Suiter and Cllr Thomas. Any other Sleaford Town Council Members are welcome to attend.

The next Meeting of the **2021-22 Internal Audit Report Task & Finish Group** will take place on **21<sup>st</sup> September at 10:00am**, the Town Hall, Quayside House, Navigation Yard, Sleaford

A handwritten signature in cursive script that reads 'Linda Edwards-Shea'.

Cllr Linda Edwards-Shea  
Temporary Proper Officer to Sleaford Town Council  
15<sup>th</sup> September 2022

1. **Welcome**
2. **Apologies for Absence**
3. **Review of the Notes from the meeting held on 6<sup>th</sup> September 2022**
4. **Outstanding Actions from the last meeting**
5. **Review of Risk Register**
6. **Any Other Business**
7. **Date of the next meeting**