

To ALL MEMBERS OF THE TOWN COUNCIL

You are hereby summoned to attend a Meeting of **Rye Town Council** to be held on **Monday 20 June 2011 at 6.30pm at The Town Hall, Rye**, when it is proposed to transact the following business:

26 PRAYERS

To be given by the Mayor's Chaplain, The Reverend Canon David Frost.

27 APOLOGIES

To accept any apologies for absence.

28 DISCLOSURES OF INTEREST

To receive any disclosures of interest by Members of personal interests in matters on the agenda, the nature of any interest and whether the Member regards the interest as prejudicial under the terms of the Council's Code of Conduct.

29 MAYORAL ANNOUNCEMENTS

The meeting to adjourn for up to 45 minutes for:

- (a) The Report of the County Councillor for Rye
- (b) The Reports of the Rye Rother District Councillors
- (c) Public Question Time

30 COUNCIL MINUTES

To approve and to authorise the Chairman to sign the Minutes of the meeting held on 23 May 2011 (C2).

31 COMMITTEE MINUTES

To receive the Minutes of the Council's committees and consider for adoption any *Recommendations*:

- | | | | |
|-----|------------------------|------|---------------------|
| (a) | Planning & Townscape | (i) | 23 May 2011 (PT01) |
| | | (ii) | 13 June 2011 (PT02) |
| (b) | Policy, Resources & GP | (i) | 13 June 2011 (PR01) |

32 ANNUAL ACCOUNTS 2010-11 AND AUDIT

- To:
- (a) Receive the report of the Internal Auditor, Angela Alexander dated 14.6.11 and adopt any recommendations.
 - (b) Receive an updated Statement of Internal Control, dated 14.6.11, noting any actions identified.
 - (c) Receive and note the current Summary of Main Day-to-Day Financial Controls (as at 13.6.11).
 - (d) Receive the annual Risk Assessments (2011)
 - (e) Re-approve the Internal Auditor's Terms of Reference
 - (f) Receive the Draft Audit Plan 2011-12
 - (g) Review the effectiveness of the Council's internal audit
 - (h) Consider re-appointing the Internal Auditor, Angela Alexander and agree her remuneration (currently £260pa).
 - (i) Receive the Consolidated Town Council accounts for 2010-11 - including the Heritage Centre profit & loss statement
 - (j) Note section 4 of the Annual Return 2010-11 and approve sections 1 and 2
 - (k) Consider expanding the remit of the Standing Orders Working Group to include reviewing the Council's Financial Regulations.

33 PROPOSED HONORARY TITLE

In recognition of his substantial contribution to the work of the Council and well being of the Parish, to consider conferring the title of Honorary Freeman upon former Town Councillor and Mayor, Frank Stephen Palmer; to receive advice on the procedure and, if agreed, to consider the necessary arrangements.

Mayor, Cllr Potter

34 URGENT ITEMS

To consider questions, if any, of which notice has been given under SO 23.

ROBES WILL BE WORN

Supporting/Associated documents distributed previously

30 Council Minutes **31a)(i)** P&T Committee Minutes

Supporting/Associated documents distributed with this agenda

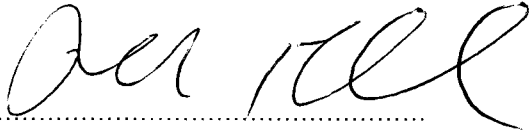
32a) Internal Auditor's Report **32b)** Statement of Internal Control

32c) Main Day-to-Day Financial Controls **32d)** Risk Assessments

32e) Terms of Reference **32f)** Draft Audit Plan **32g)** Review of Effectiveness of Internal Audit **36i)** RTC Draft Accounts 2010-11 **32j)** Annual Return sections 1,2 and 4

To be tabled

31a)(ii) P+T Committee Minutes **31b)** PRGP Committee Minutes



14 June 2011

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**MEETINGS OF RYE TOWN COUNCIL AND ITS COMMITTEES
ARE OPEN TO THE PUBLIC**