

**Minutes of the Meeting of the Audit Committee held on
22 November 2017 5.45 pm in the Conference Room, Flemingate, Beverley**

Committee Members: Kevin Hall, Local Authority Member
Neil Waterhouse, Business Member (Chair)

Also in Attendance: Adnan Bashir, Interim Finance Manager
Derek Branton, Principal
John Doris, Vice Principal, Finance & Resources
Steph Rushton, Finance Manager
Helen Wooldridge, Director of Learner Services, Planning & Diversity
Ashley Hepton, RSM UK Audit LLP
Richard Lewis, RSM UK Audit LLP
Janice Sunderland, Secretary to the Corporation

Observing: Elizabeth Hall, Business Member
Peter Robinson, Business Member

**Min.
No.**

ACTION by whom	DATE by when

1129 APOLOGIES FOR ABSENCE

Apologies had been received from Lesley Archer, Business Member, Alex Denholm, Co-Opted External Member and Andrew McCullough, TIAA.

1130 DECLARATION OF INTEREST IN ANY OF THE ITEMS ON THIS AGENDA

The Chair reminded members of the Committee to declare at the start of the meeting interests held in any matters to be discussed.
No interests were declared.

1131 MINUTES OF THE MEETING HELD ON 27 SEPTEMBER 2017

The minutes of the meeting held on 27 September 2017 were confirmed as an accurate record and signed by the Chair.

1132 MATTERS ARISING

There were no matters arising that were not to be dealt with in the business of the meeting.

ITEMS FOR APPROVAL

1133 DRAFT ANNUAL REPORT OF THE AUDIT COMMITTEE 2016-2017

The Chair of the Audit Committee presented the draft annual report

Min.
No.

ACTION by whom	DATE by when
Secretary	13.12.17
Secretary/ AC Chair	13.12.17

of the Audit Committee for 2016-2017.

It was agreed that the report would be revised at section 7.1 to include the External Audit opinion terminology to reflect "limited assurance" not "fairly stated"

The Committee APPROVED the annual report of the Committee for presentation to the next meeting of the Board of the Corporation.

ITEMS FOR INFORMATION

1134 GIFTS AND HOSPITALITY REGISTER 2016-2017

The Secretary to the Corporation presented the gifts and hospitality register 2016-2017 and confirmed the register continued to be available upon request throughout the year.

Members noted the contents of the register.

ANY OTHER BUSINESS

a) Theft or Fraud in the College


Richard Lewis, RSM, asked Members to confirm whether they were aware of any theft or fraud within the College and members confirmed they were not aware of any cases.

1135 CLOSE

There being no further business the Chair thanked those present for attending and closed the meeting at 6.00 pm.

Janice Sunderland
Secretary to the Corporation

Signed as a correct record on 28/2/18 (Date)

.....  (Chair)