



## BLYTH TOWN COUNCIL

**You are hereby requested to attend a meeting of the Governance Committee to be held in the Council Chamber, Arms Everytne House, Quay Road, Blyth, NE24 2AS.**

**Date:** 24/04/2025

**Time:** 5.30 pm

### MEMBERS OF THE GOVERNANCE COMMITTEE

J R Potts (Chair)	K Nisbet
A Watson (Vice-Chair)	M Robson
D Carr	J Reid
A Cartie	M Richardson
G Davey	S Stanger
S Davey	W Taylor
B Erskine	

***Electronic devices can be used to access Committee papers. Please ensure that mobile phones are switched to silent mode during the meeting. Members are reminded to observe the Blyth Town Council Code of Conduct***

The Council Chamber will be open to members of the public 10 minutes before the meeting is about to commence.

Please remember to sign in.

**Malcolm Wilkinson**  
**Town Clerk**

**Date:** 16 April 2025

## AGENDA

<b>1</b>	<b>Apologies for Absence</b>
<b>2</b>	<b>Disclosures of Interests and Grant of Dispensations</b>
<b>3</b>	<b>Minutes of the previous Governance Committee</b> The minutes of the meeting held 7 January 2025 were approved at the Town Council Meeting held 9 January 2025.
<b>4</b>	<b>Actions arising from the Previous Minutes</b> Verbal update to be provided on Financial Software.
<b>5</b>	<b>Budget Monitoring – All Committees</b>
<b>6</b>	<b>Decision Report</b> 1. Outturn for 2024/25,  2. Annual Governance and Accountability Return To approve the following: i. Council’s Internal Auditor’s Report ii. Annual Internal Audit Report for 2024/25 iii. Annual Governance Statement for 2024/25 iv. Accounting Statements for 2024/25  3. Appointment of Internal Auditor 2025/26
<b>7</b>	<b>Delegated Actions</b>
<b>8</b>	<b>Any Other Business</b> This item is only for items of information to be given to Town Councillors and for items which either the Committee Chair or Town Clerk to be genuinely urgent.
<b>9</b>	<b>Date &amp; Time of Next Meeting</b> The next meeting of the Governance Committee will be held in the Council Chamber, Arms Everytne House on Thursday 10 July 2025 at 6.30 pm.

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**Part II**

Pursuant to the Public Bodies (Admission to Meetings) Act 1960; that in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be excluded, and they are instructed to withdraw.

There are no Part II items.