Minutes of the Meeting of the Audit and Governance Committee on Wednesday 6th May 2026, commencing at 10.30am. at Parish Office, Burntwood Road, Norton Canes which the business set out below was transacted.

Minute Reference	Item	Agenda Item
AG26-27-6	1	**Apologies** To receive any apologies that may be forthcoming. **Cllr T Wilson**
AG26-27-7	2	**Declarations of Interests** To note any declarations of interests **None**
AG26-27-8	3	**Minutes and Matters Arising from the Audit and Governance meeting held on 1st April 2026.** To approve the minutes of the meeting held on Wednesday 1st April 2026 **Proposed Cllr K Faraday** **Seconded Cllr M Holder** **Resolved by unanimous vote to accept minutes as a true record of the meeting.**
AG26-27-9	4	**Councillors to discuss the turn out for 2025-2026.** Clerk to produce a report in readiness for discussion. There was a lengthy discussion around the reports created by scribe, Cllr Holder asked if these could be transcribed onto an excel sheet of 3 columns due to the accounting reports giving a more in-depth readings, which he felt was too complicated and were difficult to read as a none accounting person, he would prefer these to be translated into a simpler form. The Clerk and Cllr B Faraday both highlighted the risks of converting the reports and the risk of human error, plus the accounting system should be used for reporting otherwise you would be duplicated work. It was agreed that Cllr B Farbrother and the Clerk would look at the system to see if there was any way an excel sheet format could be added to Scribe, the meeting was then adjourned to 11am Wednesday 3rd June.
AG26-27-10	5	**Date of Next Meeting: Meeting adjourned to 11am Wednesday 3rd June 2026 Parish Office, Burntwood Road, Norton Canes.**
		Meeting ended 1.30pm – 3hrs

Signed …….

Dated …….