NORTON CANES PARISH COUNCIL

Minutes of the Meeting of the Audit and Governance Committee on Monday 13th July 2026, commencing at 5pm. at Parish Office, Burntwood Road, Norton Canes which the business set out below was transacted.

Present: Cllr D Pickin B Farbrother M Holder
T Wilson C Bickley

Minute Reference	Item	Agenda Item
AG26-27-18	**1**	**Apologies** To receive any apologies that may be forthcoming. Cllr K Faraday
AG26-27-19	**2**	**Declarations of Interests** To note any declarations of interests None
AG26-27-20	**3**	**Minutes and Matters Arising from the Audit and Governance meeting held on 15th June 2026.** To approve the minutes of the meeting held on Monday 15th June 2026 (Note from the internal auditors letter to review policies including standing orders against the updates finance regulations). **Proposed Cllr B Farbrother** **Seconded Cllr D Pickin** **Resolved by unanimous vote as a true and accurate record.**
AG26-27-21	**4**	**IT Policy** Councillors to agree IT Policy to be ratified at full council meeting 15th July. There were several points raised for amendments to the new IT Policy: 1. Replace bullet points with letters. 2. Remove the word councillors due to them not using council IT equipment. 3. To add 2 columns to the asset register for equipment serial numbers and for staff allocations. 4. Remove last bullet point from number 9. 5. Renumber. 6. Add a section for A.I no personal information to be used on this type of platform. Other point raised were that we need to create a recovery policy, add Deb Morgan to the Bank, check why councillors cannot see the bank accounts and change the office email address to cemeteries@.
AG26-27-22	**6**	**Date of Next Meeting: Meeting Monday 14th September, 5pm at the Parish Office, Burntwood Road, Norton Canes.**
		Meting end time: 18.10 Duration:1hr 10 minutes

DRAFT