



*Please reply to:*

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Date: 17 February 2025

## **Notice of meeting**

### **Extraordinary Audit Committee**

**Date:** Tuesday, 25 February 2025

**Time:** 7.00 pm (May vary slightly subject to conclusion of Carry-Over Audit Committee scheduled 6.30 -7.00 pm)

**Place:** Council Chamber, Council Offices, Knowle Green, Staines-upon-Thames TW18 1XB

#### **To the members of the Audit Committee**

Councillors:

J. Button (Chair)

J.P. Caplin

P.N. Woodward

K. Howkins (Vice-Chair)

L. E. Nichols

J.R. Boughtflower

H.R.D. Williams

Independent Member: P. Briggs

Substitute Members: Councillors M. Arnold, C. Bateson, M. Bing Dong, T. Burrell and O. Rybinski

*Councillors are reminded that the Gifts and Hospitality Declaration book will be available outside the meeting room for you to record any gifts or hospitality offered to you since the last Committee meeting.*

**Spelthorne Borough Council, Council Offices, Knowle Green**

**Staines-upon-Thames TW18 1XB**

[www.spelthorne.gov.uk](http://www.spelthorne.gov.uk) [customer.services@spelthorne.gov.uk](mailto:customer.services@spelthorne.gov.uk) Telephone 01784 451499

## Agenda

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1. **Apologies and Substitutes**

To receive any apologies for absence and notification of substitutions.

2. **Disclosures of Interest**

To receive any disclosures of interest from Councillors in accordance with the Council's Code of Conduct for members.

3. **2024-25 Accounting Policies Spelthorne Borough Council and its subsidiaries Knowle Green Estates Limited and Spelthorne Direct Services Limited**

**To Follow**

To acknowledge the 2024-25 Accounting Policies.

4. **To receive the final Statement of Accounts and Audit Report for 2023-24**

**To Follow**

Committee is asked to:

1. Approve the Statement of Accounts for 2023-24; and
2. Accept the External Auditor's report and disclaimer opinion.

5. **Action Plans to address Annual Audit Report and Audit Findings Report recommendations**

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To consider Actions Plans for:

- 1) Responses to the External Auditor's Annual Audit Report for 2023-24 Recommendations and;
- 2) Responses to the External Auditor's Audit Finding's report for 2024-24