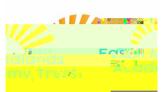


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Agendaitem	Discussion	Action
	Members of the committee wanted dearly recorded that trustees were happy to conclude the matter. In response to a question from a trustee regarding whether all actions had been completed around the implementation of recommendations within the Risk Management and Fraud Prevention and Detection Arrangements audits	
	The Auditors Management Letter & Management Representations Letter had been distributed with the agenda for this meeting. Trustees agree for the letters of representation to be formally signed and returned to Auditors.	
	The Internal Audit Programme of work report had been distributed with the agenda for this meeting.	
	In response to a question from a trustee regarding whether key financial controls should be done every other year In response to a question from a trustee regarding whether developing the audit process and creating the annual report were not a duplication of effort	





Agendaitem	Discussion	Action
	In response to a question from a trustee regarding the difference between the old and new Financial Handbook processes	
	Trustees unanimously agreed to accept the plan for 2020/21. CR left the meeting at 11.05am	
	The Risk Register had been distributed with the agenda for this meeting.	
	In response to a question from a trustee regarding risk nº.2, around	
	insufficient investment in safety equipment and health and safety arrangements to limit the spread of COVID-19, and whether this was due to lack of available funds	
		MM to revise COVID risk 2 wording in register.
		MM to introduce risk movement in any future risk documents.



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Agenda item	Discussion	Action

In response to a question from a trustee regarding whether GDPR had been identified in the risk register

