

## Interim Internal Audit Report

Name of council:	Everdon Parish Council		
Name of Internal Auditor:	Gill Wells	Date of report:	1 <sup>st</sup> March 2019
Year ending:	31 March 2019	Date audit carried out:	1 <sup>st</sup> March 2019

*Internal audit is the periodic independent review of a council's internal controls resulting in an assurance report designed to improve the effectiveness and efficiency of the activities and operating procedures under the council's control. Managing the council's internal controls should be a day-to-day function of the staff and management and not left for internal audit.*

***The council is required to take appropriate action on all matters raised in reports from internal and external audit and to respond to matters brought to its attention by internal and external audit. Failure to take appropriate action may lead to a qualified audit opinion.***

### **To the Chairman of the Council:**

As part of the interim audit process I examined Book Keeping, Due Process, Risk Management, Bank Reconciliations, Internal Control and performed a detailed scan of the agendas and minutes and decisions of the Council up to and including January 2019. I also carried out a review of the Council's website and compliance with the Transparency Code.

I would like to congratulate the Clerk on the excellent way in which she is managing the Parish Council. Indeed, it was a pleasure to navigate such a clear & concise website and to read through the documents / policies and I have no issues to raise at this time that require action by the Council.

When I complete the year end audit I will be carrying out a full inspection of the processes and accounts.

This report is based on the evidence available. It would be incorrect to view the interim internal audit report as the detailed inspection of all records and transactions of a council in order to detect error or fraud. Consequently, the report is limited to those matters set out above.

Yours sincerely,

Gill Wells  
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Internal Auditor to the Council  
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