

## Internal Audit Report

(to be read in conjunction with the Annual Internal Audit Report in the Annual Governance and Accountability Return)

Name of council:	Everdon Parish Council		
Name of Internal Auditor:	Gill Wells	Date of report:	23rd May 2019
Year ending:	31 March 2019	Date audit carried out:	15 <sup>th</sup> May 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 annual internal audit process I carried out a full examination of 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 from 1<sup>st</sup> April 2018 – to 31<sup>st</sup> March 2019. I also carried out a review of the Council's website and compliance with the Transparency Code.

Again, as per the interim internal audit report, I would like to congratulate the Clerk on the excellent way in which she is managing the affairs of the Parish Council on a Governance and Financial basis. It was a pleasure to navigate the clear & concise website and to read through the documents / policies and I am delighted to report that I have no issues to raise at this time that require action by the Council.

This report is based on the evidence made available to me either on the website or in hard copy. It would be incorrect to view the 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.

I would like to thank your Clerk for making all the information available to me and her hospitality during the visit.

Yours sincerely,

Gill Wells  
BA (Hons); CiLCA  
Internal Auditor to the Council  
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The figures submitted in the Annual Governance and Accountability Return are:

	<b>Year ending 31 March 2018</b>	<b>Year ending 31 March 2019</b>
1. Balances brought forward	15169	15495
2. Annual precept	12116	13176
3. Total other receipts	1649	5554
4. Staff costs	6503	5707
5. Loan interest/capital repayments	0	0
6. Total other payments	6935	13647
7. Balances carried forward	15495	14871
8. Total cash and investments	15495	14871
9. Total fixed assets and long term assets	22418	25043
10. Total borrowings	0	0