

Dean and Shelton Parish Council Internal Audit 2018/19

I have carried out an internal audit of the Accounts of the Parish Council in line with the attached schedule, and the requirements of the Audit Commission. I have completed and signed Page 3 of the Audit Commission Annual Return.

The financial records and supporting documents provided show the Parish Council have maintained true and accurate financial records for the year 2018/19.

I have also reviewed the Parish Council website and documents available through this resource.

It was again pleasing to see some comments from last year taken forwards.

I have the following to note

- It was pleasing to the Financial Regulations were reviewed over the year, however, the Standing Orders had not been reviewed during the course of the year, and nor were included in the supporting documentation. It is good practice to review annually as this is an area the external auditors would expect to see documented annually.

- I see that the Council reviews the actual income and expenditure against the budget on a quarterly basis, and approves the document provided by the Clerk. The Council need to ensure that if there are any concerns of whether the income and expenditure is inline or not with expectations, that this is recorded in the minutes.

If you have questions on any of the above or require clarification then please do not hesitate to contact me.

Yours sincerely



Lizzie Barnicoat
MAAT, CILCA