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10th June 2024

Dear Marldon Parish Councillors

Marldon Parish Council Internal Audit 2023-2024

All Councils are required to implement an annual independent Internal Audit examination of its Accounts and accounting processes. The aim of the Internal Audit is to conclude as to whether a Councils systems of financial and other internal controls are adequate and effective. Testing has been carried out using a sampling system as deemed appropriate for the size of the Council.

Following my audit I would like to bring to your attention a few matters for consideration.

1. Consistency in signing cheques stubs
2. Asset Register – to include information about original purchase price and what the items is for i.e. Council, Community etc...
3. Although there was evidence of the Bank accounts being checked against the Council records, it is important and recommended that monthly bank reconciliations are carried out and checked by a Councillor on a regular basis

The Accounts to 31/03/2024 have been finalised and the Annual Return is completed correctly.

I have signed off the Internal Audit Report indicating no matters of concern. Summary I am pleased to be able to advise that, within the areas checked as above mentioned, it is my opinion that Marldon Parish Council has effective systems of internal control in place which, as a result, supports the lowering of risk to the Council.

Yours sincerely

Carol Retallick CILCA