

Internal Audit Provision for Keelby Parish Council

For the year 1st April 2023 to 31st March 2024

29th April 2024

AUDIT LETTER

Dear Chair

I thank you for again, giving me the opportunity to carry out an internal audit of your accounts and financial transactions for the year ended 31st March 2024.

I am pleased to say that the accounts and documentation have again been presented to me this year in a clear and professional manner, The Audit trail has been straight forward and precise.

GENERAL OBSERVATIONS

- 1) From the documents presented to me I have carried out a comprehensive random check of receipts and payments against the bank records and recorded payments in the minutes. I have found no errors in the accounts.
- 2) Opening and closing balances together with all relative transactions of income and expenditure balance with the bank statements.
- 3) All VAT payments have been correctly recorded and duly reclaimed.
- 4) The preparation of the monthly payments schedule appears to operate well and regular financial reports have been maintained through the year,
- 5) I am satisfied that the AGAR forms are correctly completed based on the records provided and I am further satisfied that the accounts, as

presented to me, reflect a true record of your Council's financial position.

In conclusion I am pleased to report that there are no matters upon which I feel it necessary to draw the Council's attention.

If I can be of assistance in the future, I will be pleased to do so.

Yours sincerely


Stuart Davis
(Internal Auditor)