Fair Account

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4 November, 2024 E-mail: paulreynolds48@hotmail.com

Mrs M Harrington
Clerk to Corfe Castle Parish Council
34 Egmont Road
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BH16 5BZ

Dear Michelle

Corfe Castle Parish Council 2024/25 (4/24 to 9/24) Audit

I have now completed the first interim Internal Audit of 2024/25 for the Council, as at 30/9/24 & am pleased to report that the overall internal control procedures are adequate to meet the needs of the AGAR Practitioner's Guide 2024 and the Accounts & Audit Regulations 2015 (as amended).

A series of test checks on the Council's financial records, vouchers, documents, VAT claims, minutes, policies, insurance & assets register were done to ascertain efficiency & effectiveness of the Council's systems.

Any attached Audit recommendations & comments will only enhance the current processes and procedures.

This report should be noted & taken to the next meeting of the Council for discussion & formal minuting. As agreed, the second interim audit will be conducted on Thursday 6th February 2025, with the AGAR review after 31/3/25.

I would like to thank you for enabling the audit to be performed remotely & for your assistance during the audit. I look forward to hearing your comments in due course.

Yours sincerely

PAUL REYNOLDS, FMAAT

AAT
ASSOCIATION OF ACCOUNTING TECHNICIANS

Audit comments & recommendations

1. The overall Bank holdings at 30/9/24 agreed as **£108,344.58**.
2. Precept was now fully received for **£55,179**.
3. VAT refunds received totalling **£1,146.57**.
4. Interest was received for Redwood & Business accounts totalling **£1,053.40**.
5. The website postings for 2023/24 AGAR documents had been made.
6. The Asset register need for serial nos. inclusion of all IT equipment & any other electrical items, as well as any external items provides the required data for any BHIB Insurance claims.
7. Current insurance policy (LCO02789) is held with Aviva (via BHIB) from 14/10/23, which covers the standard Local Council aspect
8. Delegated powers to the Clerk have been updated to cover possible Covid-19/other types of disruption.
9. Recommend that any relevant Council Risk assessments are conducted before end of January 2025, to allow minuting at a full Council meeting before end of March. This will satisfy External Audit requirements at the AGAR completion stage.