

Rob Chambers
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22 June 2024

All Members

North Rigton Parish Council

Dear Councillors

Internal Audit Report 2023-24

Thank you for your instruction to act as your internal auditor for the 2023-24 financial year.

The internal audit is now complete and the annual return was signed on 22 June 2024.

The audit has identified one matter that I wish to bring to the attention of members.

Cash control

Cash from the Council's bank account is used to provide a float for the Annual Gala. There were no records to show who the money was given to or to show the cash being returned at the end of the day. The money used is public funds and therefore it is essential that there is proper control over its use. Without any records there is a greater risk of misappropriation.

Recommendation

The Clerk should put the necessary procedures in place to ensure that the cash is controlled and that a clear audit trail is provided.

I would like to thank the Clerk for his assistance during the audit.

Yours sincerely

Rob Chambers