

TO ABBOTS LEIGH PARISH COUNCIL

2024-25 Internal Audit report.

Thank you for asking me to carry out the internal audit for Abbots Leigh Parish Council covering the 2024-25 financial year. I have checked the AGAR forms completed by the Parish Clerk. I have signed the Annual Internal Auditors Report (page 3).

The Total Fixed Assets figure on the 2023-24 AGAR Accounting Statement was incorrectly shown as £792,521. The correct figure should be £29,703. This accounting statement must be restated and approved at a council meeting.

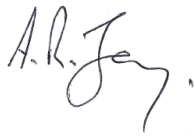
I have checked that the insurance policy provides adequate cover.

The Council's Standing Orders and Financial Regulations, as published on the council's website, were last reviewed in 2021. These should be reviewed annually. I recommend that the NALC Model versions of both documents are used.

The Parish Council holds an appropriate amount of funds in reserve.

I have checked that all councillors attended at least one parish council meeting in a rolling six monthly period.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'A. R. Jay'.

Tony Jay (CiLCA, ACFM)

4th June 2025