

Preston Patrick Parish Council

Additional information from the Clerk/ RFO or Finance and Audit items 11 for Meeting May 23 2016

Item 11

a) Internal Audit Report

The Internal Audit took place on Tuesday 10th May with the appointed internal auditor J. Airey. The Council is asked to receive the internal audit report and to consider any actions in response to its findings and to take the findings in to account when it considers approval of the external audit annual return. paper attached

b) Arrangements for external Audit

The external audit process is underway, the Annual return and associated papers are brought to this meeting for the Council to consider.

The public then have the right to view the end of year accounts between the 3rd June and 14th /july. Notices advertising this and the summary of rights of electors will be posted at the Gatebeck Crossroads notice board and on the web site before this date. Notices will also be posted on the noticeboards at the memorial hall and Nook.

The annual return will be returned to the BDO as soon as possible after approval and no later than the 6th June 2015.

The External Audit Report will be published no later than the 30th September 2016 and will be reported to Council at the first meeting following receipt.

The audit process for smaller authorities is due to change next year however the Council will still be required to compile the information in the annual return . Further updates on requirements will be reported to the Council throughout the year.

c) The Council is asked first to consider the Governance statements in section 1

It is the Clerks opinion that the Council can answer yes to all of the Governance statements however it must be emphasised that it is the responsibility of the Council to decide this. It will be noted from the internal audit (point 6) that technically the last risk assessment review took place shortly before the deadline of March 31st 2015. However since there has been little change to risk during this time, risk management practices have continued effectively throughout the year and risk has been reviewed in May 16, it is considered that risk has effectively been managed by the Council.

The Council is then asked to consider the accounting statements in section 2

This statement has been signed by the Clerk/RFO as an accurate record and has been considered to be in accordance with regulations by the internal auditor.

Internal Audit Statement Section 4

It should be noted that the internal auditor has completed all sections to indicate that the Council has met its requirements on every point. However it should be noted that the internal auditor has accidentally ticked No instead of N/A to point k regarding Trust Funds. Both the Council and the internal auditor are fully aware that the Council is not a trustee. This is a minor error which occurred when completing the form.