



CJ BOOK-KEEPING SERVICES

30/06/2020

Holland Fen with Brothertoft Parish Council Internal Audit Report 2019-2020

Ladies and Gentlemen

The following Internal Audit was carried out on the adequacy of systems of control for the period 01/04/2019 to 31/03/2020.

Presented below are the findings and recommendations resulting from the work carried-out.

The Accounts were all found to be in order and supporting paperwork is in place and well referenced.

Good budgetary procedures are in place. The precept was agreed in full Council and the precept decision and amount has been clearly minuted, 08/01/2019 item 6.

All council and committee meeting minutes are up to date, properly reflect and record resolutions by the council and all payments are listed.

Risk assessments, Standing Orders and Financial regulations have all been reviewed and Insurances reviewed and renewed in May 2019 at the annual parish meeting (Item 9) and reflect the latest legislation.

Finally, there were no issues raised in the previous Internal Audit and there are no outstanding actions to be completed.

Yours sincerely,

Carole Jones
CJ Book-keeping Services