

INTERNAL AUDITOR'S REPORT FOR HECK PARISH COUNCIL

Mr C Phillipson

1 Park Lane, Burn, SELBY, YO8 8LW

Tel: 07595 123108; e-mail: chris.phillipson00@gmail.com

Ref Accounts for 2018/19

Dear Chairman and Councillors

I met with your clerk, Gill, on 14th May 2019 to carry out the internal audit for Heck Parish Council.

I went over the questions on the attached list and have found 6 issues to bring to the Council's attention:

1. Claim VAT as soon as possible
2. Carry out visual inspections of the street lighting
3. Review and assess risks that the council is exposed to financially and otherwise.
4. Consider installing signs in the play area with contact details to report any damage to the play equipment or surrounding area.
5. Please ensure all cheque stubs are signed.
6. Recommend creating a matrix for reviewing policies and procedures at timely intervals

From the checks I have done, in accordance with the requirements of the Governance and Accountability Regulations March 2016, I can find no material concerns over the accounts of Heck Parish Council for the year 2018/19. The accounts are very clear, easy to understand, provide a true reflection of the Council's transactions and all relevant procedures appear to be well embedded in practice. Your clerk is to be congratulated on her efficient presentation of all the requested documentation and the clarity of her explanations.

Yours sincerely



Chris Phillipson