

BRINDLEY AND FADDILEY PARISH COUNCIL
MONDAY 4TH SEPTEMBER 2023

INTERNAL AUDIT REPORT 2022/23

To the chair and members of Brindley and Faddiley parish council

This is to confirm that I was asked to carry out the annual audit of your parish council accounts. My checks have now been completed after some questions and answers conducted via email with your clerk, Dr Mark Bailey. I thank him for his ready co-operation.

I am satisfied that the accounts have been kept, and all transactions conducted, with propriety. Appropriate records were available for all transactions.

I have checked the bank statements and then your council minutes to confirm that, where appropriate, the payments have been authorised. I am pleased to see that Shires payroll services are at last showing the periods to which their invoices refer, which is very helpful. Similarly documents now show the periods to which Mark's salary and NI contributions refer. However, in some cases meeting minutes were incorrectly numbered, and references to the months for which NI contributions to HMRC were incorrect. This caused some confusion and whilst it has been noted for the future, shows once again the importance of making sure that these recurring payments are correctly identified.

My invoice is attached. Thank you.

Peter Kent