

To Mentmore Parish Council Chairman and Councillors

Mentmore Parish Council - Internal Auditor Report 2024/2025

I have completed the internal audit of Mentmore Parish Council for the year ended 31 March 2025, which was carried out on the 2 April 2025. Prior to the audit a "Pre-Audit" was carried out which tested items which are required to be published on the Council's website.

Observations

1. The external auditors report did not appear to be approved by Full Council. The external audit must be presented to Full Council for approval and action if applicable.
2. At the Annual Parish Council Meeting there should be an item listing the Standing Orders and Direct Debits that are active on the bank account. They should also be reported each month in the payment listing.

The following "Internal Control Objectives" of the Annual Internal Audit Report (part of the AGAR) were checked and confirmed as being Not Applicable to your Council.

Box 'F' has been ticked as "Not Covered" as the parish council does not operate a petty cash system and there were no cash transactions.

Box 'K' has been ticked as "Not Covered" as the parish council was not exempt from a limited assurance review in 2023/24.

Box 'O' has been ticked as "Not Applicable" as it is my understanding that the parish council does not act as Trustee.

I am pleased to submit the signed Internal Report for your Annual Return and I can confirm that I have not given a Negative response for any of the Internal Control Objectives.



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A.G.Skeggs Cilca
Auditor
4th April 2025