

# OFFHAM PARISH COUNCIL

## INTERNAL AUDIT REPORT 2022-23

---

I am pleased to report to Members of the Parish Council that I have completed my internal audit of the Parish Council's records for 2022-23 and have been able to complete the Annual Internal Audit Report for the 2022-23 Annual Governance and Accountability Return.

Members should be aware that the audit tests that I undertook during the audit cannot be relied on to identify the occasional omission or insignificant error, nor to disclose breaches of trust or statute, neglect or fraud which may have taken place and which it is the responsibility of the Members of the Council to guard against through the Parish Council's internal control procedures.

Members will be pleased to know that I did not find anything major in my financial audit to report and that I found the record keeping to be of a good standard and the Parish Council's approach to the management of risks to be sound. As a result of my audit and my discussions with your Clerk I was able to answer 'YES' to all the relevant questions contained in the Internal Audit Annual Report for 2022-23.

I would like to take this opportunity to thank your Clerk for the assistance given to me in the conduct of the audit that took place on 31 May 2023.

### **PREVIOUS AUDITS:**

#### **External auditor 2021-22:**

As in previous years the Council certified itself as exempt for 2021-22, so there is no report from the external auditor.

#### **Internal auditor 2021-22:**

Nothing to follow up from previous year.

### **FINDINGS THIS AUDIT:**

During the audit I carried out sufficient work to enable me to complete the Annual Internal Audit Report. I concentrated on the trail from the annual accounting statement back to the receipts & payments A/c and bank statements while testing a number of transactions to invoices or other supporting documentation. I have also reviewed the Council's minutes for compliance with legal obligations, its general functioning and for mutual consistency with the accounts.

I found the financial records to be accurate and up to date.

I note that following the minor problem with accrual of staff costs last year payments are now made in the month they are due. Previously these payments were made in arrears.

I have nothing further to report.

**Lionel Robbins**  
**Independent Internal Auditor**  
**3 June 2023**