

Mrs Clare Withington

The Croft
Barthomley Road
Audley Staffs
ST7 8HU

The Chairman
Chapel Hill and Chorlton Parish Council
c/o Mrs J Simpson Parish Clerk

08.05.18

Dear Councillor,

Conclusion of Internal Audit for Chapel and Hill Chorlton Parish Council - Year ended March 31st, 2019

I am writing to confirm that I have carried out the year-end review for Chapel and Hill Chorlton Parish Council and have completed and signed the appropriate page of the Annual Governance and Accountability Return - Part 2, without any qualification.

The independent internal examination of the Councils governance, financial affairs and certification of the 2018 – 19 Annual Return to the External Auditor was carried out in accordance with the standards laid out in the Accounts and Audit Regulations, 2015 (as amended) and embodied in the Governance and Accountability Practitioners Guide 2019.

In summary the following areas were covered during the course of the examination:-

- Proper Bookkeeping
- Financial Regulations, Standing Orders and Payment Controls
- Risk Management and Insurance arrangements
- Budgetary Control
- Income Controls
- Payroll Controls
- Asset Control
- Bank Accounts and Reconciliation
- Year End Procedures

A review of the Councils website was undertaken to evaluate conformance to the Local Government Transparency Code 2015, which is to be viewed as the minimum standard.

I confirm that there are no matters in respect of this Internal Audit which I feel should be brought to your council's attention.

Yours sincerely



Mrs Clare Withington

Independent Internal Auditor