

BROOMFIELD & KINGSWOOD PARISH COUNCIL

INTERNAL AUDIT REPORT 2024-25

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 2024-25 and have been able to complete the Annual Internal Audit Report for the 2024-25 Annual 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 2024-25.

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 8 May 2025.

PREVIOUS AUDITS:

External auditor 2023-24:

Mazars issued their certificate in respect of 2023-24 on 15 September 2024 without qualification but there was a comment about an asset not included in the value stated for fixed assets on the Accounting Statement. Their covering letter dated 16 September did not include any "minor scope for improvement" items. The Council considered this report on 18 November 2024.

Internal auditor 2023-24:

Nothing to follow up.

FINDINGS THIS VISIT:

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 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. I found nothing in the minutes to indicate any issues around legal obligations, the council's actions or its general functioning.

The Council adopted its 2025-26 budget at its meeting on 16 December 2024. At its next meeting on 20 January 2025 the precept was resolved "After due consideration and review of the adopted budget for 2025/26 Cllrs agreed to recommend maintaining the current band D charge. The current band D charge of £85.00 will generate a precept of £60,923.00 from the tax base for 2025/26."

The above does not comply with statute. The budget and precept is one process (although two resolutions are required) with the precept arising directly out of the budget. [Local Government Finance Act 1992 sections 41 and 49A]

I have nothing further to report.

Lionel Robbins
Independent Internal Auditor
10 May 2025