

# Internal Audit Report

(to be read in conjunction with the Annual Internal Audit Report in the Annual Governance and Accountability Return)

Name of council:	Kilsby Parish Council		
Name of Internal Auditor:	G Wells	Date of report:	13 <sup>th</sup> April 2023
Year ending:	31 March 2023	Date audit carried out:	17 <sup>th</sup> April 2023

*Internal audit is the periodic independent review of a council's internal controls resulting in an assurance report designed to improve the effectiveness and efficiency of the activities and operating procedures under the council's control. Managing the council's internal controls should be a day-to-day function of the council through its staff and management and not left for internal audit. It would be incorrect to view internal audit as the detailed inspection of all records and transactions of a council in order to detect error or fraud. This report is based on the evidence made available to me and consequently the report is limited to those matters set out below.*

**The council is required to take appropriate action on all matters raised in reports from internal and external audit and to respond to matters brought to its attention by internal and external audit. Failure to take appropriate action may lead to a qualified audit opinion.**

## To the Chairman of the Council:

I would like to take this opportunity to thank your Clerk, Emma, for forwarding all of the additional requested 'Year End' documents to me allowing me to carry out a thorough inspection of the Council records and activities during the period 2022-2023, as well as responding to my queries and questions and for carrying out any actions so swiftly.

I am pleased to advise that I have found no matters requiring attention / action by the Council and I would like to take this opportunity to congratulate Kilsby Parish Council, and the Clerk, for operating a well managed Council both financially and in terms of governance and I very much look forward to auditing Kilsby Parish Council in 2024.

Yours sincerely,



Mrs G Wells  
Internal Auditor to the Council  
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The figures submitted in the Annual Governance and Accountability Return are:

	<b>Year ending 31 March 2022</b>	<b>Year ending 31 March 2023</b>
1. Balances brought forward	74374	52066
2. Annual precept	44650	54580
3. Total other receipts	23810	20854
4. Staff costs	26468	15715
5. Loan interest/capital repayments	0	0
6. Total other payments	64300	45648
7. Balances carried forward	52066	66137
8. Total cash and investments	52066	66137
9. Total fixed assets and long-term assets	82072	82072
10. Total borrowings	0	0

The proper practices referred to in Accounts and Audit Regulations are set out in *Governance and Accountability for Smaller Authorities in England (2023)*. It is a guide to the accounting practices to be followed by local councils and it sets out the appropriate standard of financial reporting to be followed.