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Independent Internal Audit Service for Parish and Town Councils

13th June 2021

The Chairman
C/O Somersham Parish Council
The Norwood Building
Parkhall Road
Somersham
Cambs PE28 3HE

Dear Sir

INDEPENDENT INTERNAL AUDIT FOR Financial Year End 2020/2021

This year I have undertaken a face-to-face independent internal audit check under Covid regulations as well as spot checking items on your Council web site. I have completed my checklist and, given the level of qualifications of your Clerk, I am very pleased to inform you that there were no issues to report for Council consideration.

I have noted that when the Millenium Pavilion was inspected it was recommended that an updated fire alarm sytem should be installed – this work has been completed.

Somersham are to re-write their Emergency Plan which will include flooding issues.

After an appeal the Clerk has two volunteers to check for faults with the street lamps. A system is being created and all lamps are being re-numbered to create better routes.

In future the library is to be funded by a grant.

The County Council have confirmed that they have put CiL £550,000 aside hopefully to improve the Woodhurst Crossroads.

CHARITY TRUSTS

Sports & Leisure.

Has now been dissolved by the Charity Commission with all monies transferred to the parish council.

Poors Money

It has been ascertained that the previous clerk failed to transfer the bank signatories to allow the Clerk access to the accounts. Due to Covid restrictions it has been difficult to make arrangements with the bank for the current Clerk to gain access, but final arrangements are now in place to transfer funds to Parish Council.

INSURANCE

This has been renewed with Hiscox and the Clerk confirms that the policy has data breach cover.

FINANCE

Optimum Card

This account is regularly reconciled with the corresponding receipts.

No petty cash transactions are undertaken.

FIXED ASSET REGISTER

Buildings have been revalued and as per PKF Littlejohn's instructions the Fixed Asset Register has been adjusted to £1,432,380.

PRECEPT	£208,519	
GENERAL RESERVE	£ 23,202	
EARMARKED	£163,712	
CiL / S.106	nil	
		c/f BALANCE £186,914

I would also remind the Council that it is not in my remit to check the accuracy of the Council accounts.

I trust that the Parish Council have been satisfied with the level of service we have provided during this difficult period and that they will consider appointing Canalbs Ltd to undertake the Independent Internal Audit for the next financial year. Our charge for this service will be £47.50 per hour for the next financial year, and, in line with Inland Revenue our mileage rate will stay at 45p per mile.

Please note that the audit for the Council Charities will be completed at a later date.

Yours faithfully

Jacquie Wilson (Mrs)
Director