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Dear Amanda,

6<sup>th</sup> June 2025

**Cheselbourne Parish Council Internal Audit**

Please find attached the internal audit report for April 2024 - March 2025.

All the information I required to carry out the Audit was included in the paper file and via the website. The audit file was inclusive and well presented.

There 6 recommendations in total, however they are minor and administrative and do not detract from the accuracy of the financial position. A number of them relate to the ease of finding key documents on the website, or where documents were missing.

**Audit Opinion**

I am able to offer ***substantial*** assurance as the areas reviewed were found to be adequately controlled. Internal controls are in place and operating effectively and risks against the achievement of objectives are well managed.

The Audit grades are Substantial, Reasonable, Partial and None.

The Audit Checklist Report, Recommendations and this letter should be copied to all Parish Council members so that they can fully understand the recommendations being made. As always, I am happy for any of the Parish Council to contact me personally if they wish to discuss any of the recommendations made, the tests carried out, or the overall opinion given.

Regards

Paula Harding

Appointed Internal Auditor for Cheselbourne Parish Council