

Geoff Hall
Parish Clerk
Mollington Parish Council
Sunnybank
Mollington
OX17 1BD

11th April 2022

Elaine Anstee
16 Foxwood
Aston
Oxfordshire
OX18 2DZ

Dear Geoff,

Internal Audit Report 2021-22

I have carried out an internal audit review, acting independently, and basing this review on the requirements of the Annual Governance and Accountability Return for 21-22. I have looked at the assessment of risk, carried out a selective assessment of compliance with relevant procedures and controls that have been in operation during the financial year ended 31 March 2022.

This audit has been carried out using the council's website, via email and one meeting with the Clerk on 21st January 2022 in the beautiful village of Mollington. I was able to see the noticeboard used by the Parish Council and see the documentation that I needed to physically inspect. This meeting was beneficial to both parties and some of the issues discussed have already been actioned or were in the process of being addressed.

The framework of this review is attached for the council's reference and there were no significant issues identified. Some best practice and recommended guidance are below:

1. There is a new Practitioner's Guide for 2022 available to download at [file \(nalc.gov.uk\)](http://file.nalc.gov.uk).
2. It would be best practice for the Council to demonstrate participation in ongoing and appropriate training for the clerk and councillors.

In summary

The Council has competent arrangements in place to satisfy itself that its systems of internal financial control are transparent and effective. There are approval and authorisation controls to minimise risk. The audit and management trail for financial transactions is good.

Yours sincerely

By email



Elaine Anstee FdA: Community Governance

Attachments:

Page 4 of the AGAR for 2021-22 - signed

Review Framework for 2021-22

Invoice Number EAA/2022/006