

*Jane Chatterton
Belby Common Lane
Corley
Coventry CV7 8AQ*

14th May 2026

Chairman
Old Milverton and Blackdown Joint Parish Councils

Dear Chairman

Internal Audit year ended 31st March 2026

As requested, I have completed an examination of the financial statements and cashbook.

In doing so I have verified the bank reconciliation and agreed the cashbook entries to the bank statements.

I have also agreed expenditure to supporting documentation and to approval by the Councillors in the Minutes and Financial Reports.

The financial statements and cashbook are in very good order. The Clerk retains accurate records and files supporting documentation in a methodical order. The financial statements are accurate and are supported by underlying financial records and documentation.

All expenditure and receipts are included within financial reports which include a NET, VAT and Gross breakdown and are signed by the Chairman.

I have verified the Bank Statements as at 31st March 2026. Balance on 1st Account £29,835.75 and balance on 2nd Account £67,990.88.

On the AGAR there is a new Internal Control Objective 'The authority has complied with laws, regulations & proper practices relating to digital and data compliance'. The Council require an updated GDPR and Data Protection Policy. The Parish Council has annual membership to the ICO.

The Council would be advised to ensure that their compliance in this new Internal Control is minuted and included within their annual Risk Assessment.

Other Recommendations:

Clerk to update the Parish Council website to include AGAR 2024-25 documentation, minutes and updated policies especially those in relation to the Audit Process. This will also mean full compliance with the Transparency Code.

Regards

J Chatterton

Jane Chatterton CiLCA PSLCC PIALC