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Our Ref: C197 / JK

Your Ref:

22nd June 2021

Clay Cross Parish Council,
Council Office,
Social Centre,
Market Street,
Clay Cross,
Chesterfield,
S45 9JE.

Dear Councillors

As part of my duty as internal auditor to the Parish Council I set out below my findings as a result of my work on the accounting records and system of internal control for the year ended 31st March 2021.

The Council continues to manage its financial affairs in a fit and proper manner. The accounts and records are maintained to a high standard. There is also competent retention and filing of source documents to enable a complete audit trail.

The organisational structure and routine procedures are of a high standard. The regular Finance Sub-Committee meetings have had to pause during the coronavirus outbreak; however, Full Council Meetings have continued on a regular basis with the aid of Zoom at times and encompassed financial control. I have to say that financial control has been impressive during the pandemic this can be seen not only when reviewing the minutes of the meetings, but the accounts figures speak for themselves. Savings have been made where possible and it is pleasing to report that balances have held up well despite the difficult year.

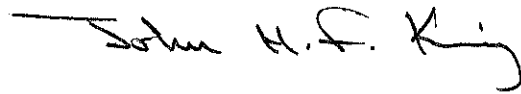
I have attended one Full Council meeting during the year and confirm that it was properly convened. It was slightly different being the accounts 2020 meeting and the first under pandemic restrictions. Last year I stressed the importance of the overall system of internal control and am pleased to say that this has in my opinion been well maintained.

Having reviewed the minutes of the meeting held on 13th January 2021 I can confirm that the calculation of the precept for 2021-22 is the result of a properly constructed budget giving consideration to reserves.

Following on from last year when the traditional hand-written income and expenditure books had been replaced with an accounting package supplied by Edge I T Systems Ltd. I am pleased to report that the system is working well. Coupled with the use of electronic banking the Parish Council is certainly moving with the times but as long as the income and expenditure is transparent and reported to the full council regularly it should continue to work well and be well controlled.

Time continues to march on, and changes and new challenges will come along. As the new houses in the Parish become completed and inhabited there will inevitably be an increase in the number of residents which will mean an increase in the financial workload. However, with the right staff and the right approach I feel that the Parish Council will cope and can enhance its status within the community from the firm base from which it is now operating.

Yours faithfully

A handwritten signature in black ink that reads "John H.F. King". The signature is written in a cursive style with a long horizontal stroke at the beginning.