

JOHN H.F.KING

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John H.F.King F.C.C.A.
Chartered Certified Accountant

Our Ref: C197 / JK

Your Ref:

25th June 2024

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 resulting from my work on the accounting records and system of internal control for the year ended 31st March 2024.

The Council continues to manage its financial affairs in a fit and proper manner. The main administration office has now become well established in its new location in the former offices of Rykneld Homes at the front of the Social Centre. Access is easier and there is a suitable counter from which staff can conduct any business with members of the public and tradesmen alike. It is a thriving hub of the Community.

The website continues to be improved and is a great digital resource for any member of the public wishing to keep up to date with the Council's activities. It has improved transparency and minutes of all Full Council meetings are readily available to view.

The organisational structure and routine procedures are returning to pre-covid standards. It is particularly pleasing to see that Finance Sub-Committee meetings are once again being given the attention they deserve. I cannot stress how important it is for me as Internal Auditor to see these meetings in action as it demonstrates the required attention to the financial proceedings of the Council. Full Council Meetings continue to follow the set pattern ensuring proper financial control.

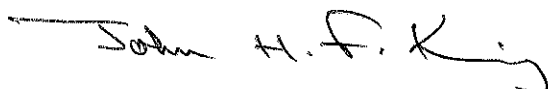
I have attended two Full Council meetings during the year and confirm that it was properly convened. It was the accounts 2023 and the precept 24-25 meeting.

Having reviewed the minutes of the meeting held on 17th January 2023 and, also having been in attendance I can confirm that the calculation of the precept for 2023-24 is the result of a properly constructed budget giving consideration to reserves. I can also say the same of the meeting on 23rd January 2024 and the precept for 24-25.

The Council has continued to use the computer programme provided by Edge I T Systems Ltd. for all its accounting processes. I am pleased to report that the system continues to work well. I am also pleased to report that on reviewing the minutes of council meetings that income and expenditure is regularly reported to and scrutinised by the Council.

The Social Centre bar run by and for the Parish Council is a useful way of generating extra funds at a time when costs for utilities are rising. The bar continues to be a success with a continued increase in takings this year. However, I do not need to remind anyone that continued vigilance and adherence to the laid down procedures for budgeting and regular monitoring of income and expenditure is the goal to which good stewards should aspire to.

Yours faithfully

A handwritten signature in black ink, reading "John H. F. King". The signature is written in a cursive style with a long horizontal line extending to the left of the first name.