

ROGER CANWELL
21 Ryefield Road
Mulbarton
Norwich NR14 8FD
Rogercanwell@btinternet.com
Phone 01508 570257

STIFFKEY PARISH COUNCIL

Internal Auditor's Report for Year ended 31st March 2024

On 25th April 2024 I attended the home of the Parish Clerk, Julie Chance to Carry out the internal audit of the Council's accounting records for the year ended 31st March 2024.

I was very pleased to hear that Julie had been appointed as Clerk to the Council as I knew from previous experience that she had been an efficient Clerk for Cromer Town Council. This was important to my audit as it became clear that adequate financial records had not been kept from May 2023 until the new Clerk was appointed.

During my audit I inspected the accounts presented to me and found that they had been carefully and clearly prepared. I selected a number of transactions from the Council's bank statement, of both Income and Expenditure, and found that all were correctly recorded in the Cash Book. I also confirmed that the bank balances at 31st March 2024 agreed with accounting reports.

Overall, I found the Council's accounts had been accurately prepared and was therefore able to sign the Annual AGAR form without qualification and would be happy to respond to any questions that the Council may have about my audit.

Yours respectfully,



Roger F. Canwell
25th April 2024