

Chaldon Herring Parish Council Internal Full Year Audit – 2024-05

Summary of Audit Checklist Recommendations:

Recommendation 1:

That Recommendation 3 from the interim audit is completed by Sept 2025

Recommendation 3 of the interim audit relates to the revision of the Standing Orders and Financial regulations. The Clerk has stated that this will be carried out during the 25-26 financial year.

Recommendation 2:

That the Risk assessment is published as soon as possible on the website.

The risk assessment is complete and has been agreed and minuted. It just needs to be uploaded for public access.

Recommendation 3:

That Recommendation 7 from the interim audit is completed before the next renewal in June 2025

Recommendation 7 of the interim audit relates to the review of the Insurance cover.

Recommendation 4:

That the Interim audit recommendation 17 is implemented before 30th June.

Recommendation 17 of the interim audit related to the timing of the Exemption certificate agreement and acknowledgement within the Council meeting minutes.

Recommendation 5:

That recommendation 19 from the interim audit is implemented at the May/June meeting.

Recommendation 19 of the interim audit related to the declaration of the Public Rights Period agreement and acknowledgement within the Council meeting minutes.

Recommendation 6:

That recommendation 20 from the interim audit is implemented at the May/June meeting.

Recommendation 20 of the interim audit related to the publication of the Public Rights Period agreement and acknowledgement within the Council meeting minutes.

Paula Harding

Internal Auditor for Chaldon Herring Parish Council

17th May 2025