

Don and Rose Potter
Crispins, 64 The Avenue, Worminghall, Nr. Aylesbury
Buckinghamshire, HP18 9LE. Tel 01844 339325

25th June 2023

Worminghall Parish Councillors

Parish Council accounts for year ending 31st March 2023

As requested, I have once again reviewed the financial schedules, bank statements and supporting documents which were made available for me to undertake the internal audit of the Worminghall Parish Council accounts for the year ended on 31st March 2023.

You can see from the attached financial statements, the total bank balances including reserves at 31st March 2023 were £25914, basically unchanged from the figure at the end of the last financial year (£25571) despite significantly higher expenditure in the current year.

While total income at £15289 was broadly in line with budget, it equated to a £1836 shortfall against total income of £17125 received last year. The primary reason for this is the 2021/22 results included recovery of VAT of £1494 whereas a repayment claim for £1375 was not made in the current financial year. However the upside from this is in 23/4 the repayment claimed will be for £3079 (i.e. for two years) which compares with a budget assumption of only £600 resulting in an unbudgeted upside in income of almost £2500.

Total expenditure in the year was £14946 which compares very favourably with the budget assumption of £18619 reflecting a shortfall in spend across nearly all expense headings comfortably offsetting the unbudgeted spend on a Xmas tree (£696) and £5651 on new speed signs. It is noted that £5000 is still being carried forward in reserves for a traffic survey/road traffic improvements.

In terms of my audit review, there are a few observations which I would stress should continue to be seen as key priorities in the new financial year.

1) In accordance with the adopted Financial Regulations, councillors should continue to closely monitor through a regular quarterly review, the ongoing expenditure but particularly bank funding including reserves against budget levels.

2) This is equally true of the council's Risk Management policy where there is a requirement under the Financial Regulations for this to be reviewed and formally adopted at least annually after confirming that it is still comprehensive and the proposals to mitigate those risks are still relevant. In reviewing the minutes I could not see this was discussed in the last year and would therefore recommend it be added to the agenda for the next meeting.

In conclusion, I am pleased to confirm there were no issues arising from the audit impacting on the attached financial statements which I am required to bring to the attention of the councillors. I have therefore passed to Tracey the Annual Internal Audit Report section of the AGAR for 22/3 which I have signed as the internal auditor.

However if any of the councillors have any specific questions regarding the financial schedules or the audit process please contact me by email or phone.

Yours faithfully



D S Potter FCMA,CGMA