

Crispins, 64 The Avenue, Worminghall, nr Aylesbury
Buckinghamshire, HP18 9LE
Tel 01844 339325

19th June 2025

Worminghall Parish Councillors

Parish Council accounts for year ending 31st March 2025

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 2025.

You can see from the attached financial statements, as of 31st March 2025 the total bank balances, including reserves, were £29,683 which compares very favourably with balances of £19,851 held on 31st March 2024. This significant improvement in finances of the council primarily reflects the materially lower expenditure in the current year than planned.

Total income in the year of £18,689 was well ahead of last year (£14,794) and budget (£15,363) benefitting from an overdue reclaim of VAT totalling £3713 for the last 3 years which was received in April 2024. Obviously this receipt represents an unbudgeted upside in income in the current financial year, as only £800 was anticipated in the 2024/25 budget.

Total expenditure in the year at £8857 was materially lower than last year (£20,858), and also circa £9800 below the budgeted level. However this can be attributed in part to the timing of the second phase of the payment of £4500 towards the Village Hall development project. This was budgeted to be paid in the 2024/25 financial year but was released in 2023/24, to support the front end funding requirements of that project. In addition, the other main areas of underspend versus budget relate to the vacancy for the clerk for part of the year (£1566) lower donations (£975), and the absence of any S137 payments or S111 training (£1500)

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 regularly monitor, through a regular quarterly review, the ongoing expenditure and particularly bank balances, which will give reassurance that adequate funding is in place to support future expenditure plans. I note that the reviews only took place at 6 monthly intervals in 2024/25
- 2) Looking at the income and expenditure proposals incorporated in the 2025/26 budget, I note that it has been assumed that expenditure will exceed income by circa £10,000 in the year. However this will be comfortably funded from current reserves, although funding requirements for subsequent years will need to be carefully assessed as part of next year's

budget process when setting the precept for 2026/7. My reason for recommending this is that based on the current 3-year forecast future reserves will drop significantly, primarily on the assumption that £20,000 will be spent on traffic improvements and a further £5000 on flood management

In conclusion, I am pleased to confirm there were no issues arising from the audit impacting on the financial statements that I wish to bring to the attention of the councillors. I have therefore passed to Tracey the Annual Internal Audit Report section of the AGAR for 2024/5 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