

Jane Olds
Parish Clerk, Caversfield Parish Council
13 Oak Close
Bicester
OX26 3XD

15th April 2022

Elaine Anstee
16 Foxwood
Aston
Oxfordshire
OX18 2DZ

Dear Jane,

Internal Audit Report 2021-22

I have carried out an internal audit review, acting independently, and basing this review on the requirements of the Annual Governance and Accountability Return for 2021-22. I have looked at the assessment of risk, carried out a selective assessment of compliance with relevant procedures and controls that have been in operation during the financial year ended 31 March 2022.

The bulk of this audit has been carried out using the council's website and the form attached which was completed by the Clerk prior to the audit. The form and 2 months of financial transactions were checked by the internal auditor. I met with the Clerk on 21st January 2022 where the documentation that I needed to physically inspect was carried out.

There were no significant issues identified.

In summary

The Council has competent arrangements in place to satisfy itself that its systems of internal financial control are transparent and effective. There are approval and authorisation controls to minimise risk. The audit and management trail for financial transactions is excellent.

Yours sincerely

By email

Elaine Anstee FdA: Community Governance

Attachments:

Page 3 of the AGAR for 2021-22 - signed

Review Framework for 2021-22

Invoice Number EAA/2022/004