

Notes to accompany the Internal Auditors mid year review notes 19.11.25

1. Members interest – Review to be undertaken on 1.12.25.
2. I advised the IA that the Councillors email addresses are set up ready to go. The comments do not reflect this.
3. I advise the IA that the review was due took place on the 3.11.25 but it will not be agreed by Council until 1.12.25. The comments do not reflect this. As clerk, I do not think that this council is large enough to have a Committee. My contract says the Chair and Vice-Chair would be responsible to my review.
4. I have not seen anything in the LALC weekly newsletter or any emails from LALC about this new policy. I have downloaded it and was intending to put it on the agenda for 1.12.25 but it is more complex than the last and I felt we will have enough to do with the budget planning being on the agenda. It will be an agenda item at the meeting after the 1.12.25.
5. VAT on purchases. I do know this. An oversight. Consider setting up an Amazon business account.
6. Data input error. Will check data from payments list monthly.
7. I know have a copy of this which has been sent to you with the minutes.