

The Thatches
Avon Dassett
Southam
Warwickshire
CV47 2AT
Tel: 01295 690987
Mobile: 07775 762927
e-mail: trevorbgill@icloud.com

22 December 2020

Mrs L Cox
Responsible Financial Officer and Parish Clerk
Fenny Compton Parish Council

For the Attention of PKF Littlejohn

Internal Audit of Fenny Compton Parish Council for the year 2019-2020

In the Annual Internal Audit Report 2019/2020 I have marked the Section A - Appropriate accounting records have been properly kept throughout the financial year as 'No.'

It is relevant to record that there was a change of Clerk and Responsible Financial Officer in July 2020 and it is evident that record keeping in respect of the financial records for the period of the audit were inadequate and there was no proper handover from the previous Clerk.

The financial records of Fenny Compton Parish Council have been recreated by the current Responsible Financial Officer using the agendas, minutes, invoices and bank statements.

The finances spreadsheet produced has been extensively verified against the supporting documents and have been found to correct with no issues found. This has been necessitated, as documented above, as there were no financial records handed over to the present Clerk.

It is important to record that this process has revealed that there is no evidence of any inappropriate actions by the previous Responsible Financial Officer and that all payments have been properly documented as requiring authorisation in the agendas and have been properly authorised in the minutes.

Yours sincerely



Trevor B Gill