

PLAISTOW & IFOLD PARISH COUNCIL
Internal Audit & Annual Return 31/03/2019

In accordance with my Internal Audit Plan, Controls and Procedures have been tested, with Fraud and Risk Issues reviewed - these are well managed, as set out in the Governance and Accountability for Local Councils Practitioners' Guide 2019 and meet the needs of the Council. I would only comment by exception. I confirm that I do not have any role within the Council. I will carry out my duties without bias and follow the Public Sector Internal Audit Standards 2012 - to enable the Council to comply with these Standards, plus the Accounts & Audit Regulations 2015.

For consideration:

1. Asset Register. A few changes are needed – an update will be carried out shortly. It appears that the Total on this Year's Annual Return is fairly correct, but will be subject to some adjustments in due course.
2. Internal Financial Regulations & Standing Orders – the Annual Reviews are outstanding and will be completed next month.
3. Data Protection Act (GDPR). The new Clerk was appointed in October 2018, but the files are unclear as to whether the Review of old Records and the appointment of a Data Protection Officer was completed before her arrival. This will be investigated.
4. Winterton Hall. This does not appear to be a Parish Council Asset, but it is possible that the Hall might be in a Trust – the Parish Council may be involved as the Trustee. Checks will be undertaken shortly.



Peter Frost
Peter J Consultants
12/04/2019