



LONG CRENDON PARISH COUNCIL

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Attachment to 2019 – 2020 AGAR- Re Internal Audit

The Long Crendon Parish Council confirms that it did not complete an Internal Audit for the period 2019 – 2020

The Internal Audit was being arranged via our assistant Clerk Grant Stevens and the COVID-19 meeting and associating restrictions imposed by central government meant that the normal audit processes could not be carried out.

An alternative to physical meetings was devised by our Assistant Clerk and the Internal Auditor but unfortunately our Assistant Clerk had an accident and subsequently died.

Access to his work papers of his office computer was significantly delayed due to COVID-19 restrictions and eventually access was able to be gained to both the Parish Council ledger and reporting system and the work papers by the Parish Clerk/RFO.

Unfortunately there was no longer time to carry out an internal audit and with the agreement of the Chairman and Vice Chairman the Clerk did not pursue.

The mitigation was that the RFO carried out a mini-internal audit and desk-check of the financial records held and with sample checking was confident all was in order.

If possible, and if COVID-19 restriction are revoked post March 2021 we may yet retrospectively carry out a small internal audit for confirmation at that time.

Signed

A handwritten signature in black ink, appearing to read 'G Lismore', followed by a period.

MR G Lismore (Parish Clerk and RFO)