

Bratton Clovelly Internal Audit 3103/2026 Outcomes/points raised:-

I have carried out the Internal Audit for the above Parish Council at 31/03/2026 on the 24th of May 2026, from the paperwork I was given have noted the following points: -

1. A purchase was made by S Wilson on behalf of the Council for Hammerite paint for a total of £70.99, which included £11.83 vat. The invoice has been marked unable to claim vat, I wondered why this has not been claimed when you have claimed the vat on V Mounce invoice made out to Mr P Gilbert in the sum of £79.74 9Vat is £13.29).
2. Lloyds statement for 1/11/2025-30/11/2025 was missing, but was emailed to myself, but this will need to be signed off at the next Parish Council meeting. Together with a copy of the Bank reconciliation.
3. I would advise sending a yearly vat return, I appreciate it is not always for a lot of money, but these should be submitted Annually.
4. As we have discussed about the new rules regarding Assertion 10/accessibility etc I am pleased to see from using the tool Wave powered by webaim, your web site has been updated from 6.9/10 to 9.6/10. This free accessibility tool could be run on a quarterly basis by the Council to ascertain if the web site needs reviewing by the web site operator. I know Rachel has made sure they are aware of the issues and this has been quickly rectified by them. It will always be a working document and will need reviewing on a regular basis. I appreciate the whole subject has been a little bit of a shock to Rachel and probably the Council and I am aware this is being discussed further at your next meeting. I am also aware the AGAR forms as confirmed by PFK need a bit of work to comply. Rachel is redacting the signatures on the older AGAR forms and going forward digital AGAR are advised due to the regulations of accessibility.

In view of the above, I am happy to sign of the Annual Internal Audit Report 2025/2026 to the best of my knowledge and would like to thank Rachel for her quick assistance in getting anything I needed to complete the Audit.

Signed



Date.....

24/5/2026