

5<sup>th</sup> May 2022

To: The Chairman and elected Members of Witham St. Hughs Parish Council

**Ref: Audit of Accounts: 1<sup>st</sup> April 2021 to 31<sup>st</sup> March 2022**

Dear Chairman and Members of the Council,

Please find below audit report for Witham St. Hugh's Parish Council for the period up to 31<sup>st</sup> March 2022.

**Items included within the remit of the audit**

Bank Statements dated 01.04.2021 to 31.03.2022

**Finances**

Final ( <b>latest</b> ) bank statement(s) reconciles to cash book	✓
Summary of accounts correct	✓
Signed audit statement entered into journal book	✓

**Petty Cash**

No petty cash system is operated

**Reconciliation**

The latest bank statement concurs with the cash book, cheques issued, income and expenditure entries up 31<sup>st</sup> March 2022.

**Recommendations**

It is noted that there are new elected Members - the Parish Council has subscribed to the LALC training scheme; training for staff and elected Members is recommended and is paramount in providing reassurance in the abilities of individuals and the Council as a Corporate Body to the community.

**Statement of Audit**

I am satisfied that the accounts are financially sound, and the audit totals are correct; please accept this unreserved statement to close / balance the audited accounts for the financial period 1<sup>st</sup> April 2021 to 31<sup>st</sup> March 2022.

The Annual Internal Audit Report 2021/22 has been duly completed and signed off.

The Parish Clerk & RFO should be acknowledged on providing excellent administration support and for keeping satisfactory financial records on behalf of the Parish Council.

*Steve Fletcher*

Mr S Fletcher  
IMO; Dip Ed (M A); CiLCA, MILCM, PSCC, FiLCA