

Agenda Item 14

CO 014/20

Appendix One

**Peter Basnett
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7 May 2020

David Nicholson
Clerk
Choppington Parish Council
Stakeford and Bomarsund Social Welfare Centre
West Gordon Terrace
Stakeford
Choppington
Northumberland
NE62 5UB

Dear David & Angela,

Internal Audit 2019/2020 financial year

I have completed the internal audit for the 2019/2020 financial year.

I have carried out the audit in accordance with the Audit Commission Act 1998 and the Code of Audit Practice issued by the Audit Commission, which requires compliance with relevant United Kingdom audit standards.

Points raised during the interim and year-end audits have been answered to my complete satisfaction and, where necessary, adjustments have been made. There are no points arising from the year-end audit to draw to the attention of the members of the Parish Council.

I am satisfied that the robust systems of financial and administrative management continue to operate effectively and efficiently and provide a sound audit trail.

I certify that I have completed the audit of the 2019/2020 summary accounts and associated accounting notes of Choppington Parish Council prepared by the Responsible Finance Officer.

The audit included examination of evidence relevant to the amounts and disclosures in the summary accounts and notes, sufficient to give reasonable assurance that the summary accounts and notes are free from material misstatement.

In my opinion the summary account presents fairly the receipts and payments of Choppington Parish Council for the year ended 31 March 2020.

I enclose a copy of my assessment of the system of internal control detailing my findings arising from the tests completed.

I have completed the internal audit section of the Annual Governance and Accountability return.

I enclose my invoice for the work carried out.

My thanks to you, Angela and the other David once again, for your courtesy, unfailing good humour and patience in answering my many questions.

Yours sincerely,

Peter Bassett