

INTERNAL AUDITOR'S REPORT

Parish Council Name: South Cadbury and Sutton Montis Parish Council
Financial Year Ending: 31 March 2025

I have carried out an internal audit review of the Parish Council's system of internal controls and financial procedures for the year ended 31 March 2025.

Scope of Work

My internal audit included examination of the council's:

- Proper maintenance of accounting records
- Compliance with relevant procedures and policies
- Budgetary controls
- Payroll
- Bank reconciliations and cash book
- Minutes and decision-making documentation

Findings and Conclusions

Based on the audit work undertaken:

- Appropriate books of account have been properly kept throughout the year.
- Payments were supported by invoices, authorised, and recorded correctly.
- No significant weaknesses in internal control were identified.

Recommendations (if any):

None

I confirm that I have acted independently and have no involvement in the management or administration of the council.

Internal Auditor's Name: *Sally Palmer*

Date: *21 May 2025*