

Agenda Item 5 – Appendix 1

Mike Slaughter
5 Harthope
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NE61 5ET
17 April 2023

Mr Joe Hughes
Town Clerk
Blyth Town Council
Town Hall
Arms Everytne House
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Northumberland
NE24 2AS

Dear Joe,

Internal Audit Report to the members of Blyth Town Council.

I have now completed the full internal audit work of the Town Council's accounts, governance and financial procedures for the 2022/23 financial year.

The audit has been conducted in accordance with the Audit Commission Act 1998, the Local Audit and Accountability Act 2014, and the Accounts and Audit Regulations 2015. My work was also guided by and in accordance with, the Joint Panel on Accountability and Governance Practitioners' Guide (March 2023) issued by the National Association of Local Councils.

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 accounts and notes are free from any material misstatement. All points raised during both the interim and year-end audit were answered to my full satisfaction.

Please find enclosed my assessment of the system of internal control and my audit checklist giving details of the work conducted. Based on the work undertaken, I am satisfied that the Town Council's robust systems of financial and administrative management operate effectively and efficiently and provide a sound audit trail.

In my opinion, the summary accounts present fairly the Income and Expenditure of Blyth Town Council for the financial year ended 31 March 2023.

I certify that I have now finalised the year end work for 2022-23 and have, as required, completed the Annual Internal Audit Report required as part of the Annual Governance and Accountability Return (AGAR) for 2022/23.

It is recommended to the Town Council that, as best practice and for the avoidance of doubt or any confusion to local electors, you look to publish the Annual Internal Audit Report on the Town Council's website alongside Sections 1, 2 & 3 of the AGAR 2022/23 in accordance with the publication requirements.

In concluding my work for 2022/23, my personal thanks to you, Malcolm and your staff for your hospitality, courtesy and patience in answering my many questions regarding both the systems, plans and projects of the Town Council.

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As requested, I have enclosed my invoice for the full year-end internal audit work undertaken in respect of 2022/23. I confirm also that I am happy to continue to provide an internal audit service to the Town Council for the financial year 2023/24, should you wish to retain and appoint me in that role.

If there are any matters you wish to discuss or clarify, please do not hesitate to contact me.

Kind regards,

Mike Slaughter