



Bev Cornish
Clerk to Tisbury Parish Council
The Reading Room
High Street
Tisbury
SP3 6LD

7th June 2025

Dear Bev,

Year End Internal Audit Cover Letter

An audit was carried out by Kevin Rose on Thursday 5 June 2025. Prior to the audit a 'Pre-Audit' was carried out remotely which tested items which are required to be published on the Councils website.

The audit was undertaken using the standard IAC Audit Checklist, which we use for all Local Councils, which has 210 items. A total of 138 items were tested during this audit, including items that were examined and tested as part of the pre-audit process. All items on the checklists were tested during the year.

The following 'Internal Control Objectives' of the Annual Internal Audit Report (part of the AGAR) were checked and confirmed as being Not Applicable to your Council.

- Exemption from External Audit (Box K)
- the Transparency Code (for Smaller Authorities) (Box L)

(Please refer to the explanation of my 'Not Covered' responses on Page 3)

Of the 138 items tested a Positive response was obtained in respect of 133 tests. There were 5 Negative responses identified and 6 Observations were made, details of which are set out in the attached Interim Internal Audit Observations.

Summary of tests undertaken this audit

Positive response	133
Negative response	5
Not Applicable to your Council	72
Total tests carried out	<u>210</u>
Tests not carried out	Nil

I am pleased to advise that no 'Non-Compliances' were identified that would give rise to a negative response on the statutory Annual Internal Audit Report.

I would like to express my thanks for the assistance and hospitality provided to me during my audit.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'K. Rose'.

Kevin Rose ACMA
Director

Internal Audit 'Not Covered' Responses

Internal Control Objective	Reason for Not Covered Response
K: If the authority certified itself as exempt from a limited assurance review in 2023/24, it met the exemption criteria and correctly declared itself exempt. (If the authority had a limited assurance review of its 2023/24 AGAR tick "not covered")	The reason for the "Not Covered" response for Objective K is that it is not applicable to your Council as the Council did not certify itself exempt from a limited assurance review for the relevant financial year.
L: The authority published the required information on a website/webpage up to date at the time of the internal audit in accordance with the relevant legislation.	At present no specific guidance has been provided to Internal Auditors as to what the 'relevant legislation' is in respect of Control Objective L. We have tested against the requirements of Statutory Instruments 2015/480 The Local Government (Transparency Requirements) and 2015/494 The Smaller Authorities (Transparency Requirements), neither of which apply to your Council. The publication requirements of Statutory Instrument (2015/234) The Accounts and Audit Regulations are covered in our responses to Internal Control Objectives M and N. The Council should note that we have not considered any additional publication requirements that may apply, for example those set out in the ICO Model Publication Scheme for Parish Councils.