

AGENDA ITEM 6.1

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4 October 2023

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

Dear Joe,

Internal Audit Report to the members of Blyth Town Council.

I have completed the initial interim internal audit work of the Town Council's accounts, governance and procedures for the 2023/24 financial year.

The audit work 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 interim audit work included a representative sample examination of transactions and evidence relevant to the amounts and disclosures in the summary budget reports and notes for the period 1 April to 28 September 2023, to give full assurance that the reports and notes are free from any material misstatement.

Please find enclosed my assessment of the system of internal control and my audit checklist giving details of the work conducted to date. 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.

There are no matters arising from the interim internal audit that give cause for concern that relevant legislation and regulatory requirements have not been met.

My thanks to you, Malcolm and all your staff for your hospitality, courtesy and patience in answering my many initial questions regarding both the systems, plans and projects of the Town Council.

I will be in touch soon to make arrangement to conduct further specific and required internal audit work and to subsequently then conclude my work on completion of the Town Council's annual accounts for 2023/24.

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

Kind regards,

Mike Slaughter
Internal Auditor