

**INTERNAL AUDITOR'S REPORT TO CHAILEY PARISH COUNCIL**  
**for 2016/17**

1. I have carried out my Internal Audit function in accordance with the 'Governance and Accountability Guidance for Local Councils' (2008 and 2010 editions) as in previous years. This has included making test checks on the Council's financial transactions and evaluating whether or not the Council's system of internal financial control is adequate for the purpose intended and effective. It has also included a review of how various risks facing the Council are being dealt with.
  
2. I would like to thank the clerk, Stephen Treharne, for the help and co-operation he has given me during both of my visits during 2016/17; the information and explanations that he supplied have assisted me in drawing my audit conclusions.
  
3. The work that I have undertaken has included making test checks on each of the ten objectives of internal control and seeking explanations and clarifications on the various procedures carried out by the Council. It has also included an examination of the minutes to identify some of the key issues currently faced by the council. I am satisfied that the issues that I identified are being dealt with in a professional way by the clerk.
  
4. Following on from my report last year, I can report to Council that the considerable improvement in the routine administration and documentation since 2014/15 has been maintained this year.
  
5. Apart from my comment in 4 above, during the course of my work, no matter has arisen which I would need to draw to the attention of the Members of the Council.