

Orgreave Parish Council

Internal audit response and action Plan

The bank statements as taken to the meeting will be signed for on the schedule of accounts to show evidence of reconciliation

Policies on

Grievance, disciplinary, free of information, privacy and equality and diversity prepared for acceptance by council as per to the internal audit review.

The PAYE scheme for HMRC has already been actioned for the 24/25 financial year after communications with HMRC to payments made and unallocated, Payroll service to be engaged.

The VAT reclaim for 24/25 to be completed earlier in year to show evidence of, the 23/24 is taking place in June 2024 not able to show it was completed.

The insurance documentation was in the folder to the auditor, unsure why this was not seen, the policy for 2024/25 has further information that has been printed and filed accordingly

The precept budget for 24/25 has been evidenced and will be seen quarterly by the council the name of the document used to be changed to make it clear what it is in regards to.

The Risk register format for 24/25 will be amended and reviewed this will be reviewed by council in the July Ordinary Meeting.

There are no direct debits in place and this requires no further action

The AGAR right to publish are to be agreed in June Ordinary meeting and previous year was published in line with recommendations by external auditor.

Meeting Minutes will have resolved items noted and further detail added so it is easier to identify the evidence of decisions

The Spending log error of S137 amended, the S137 spending was within the £9.33 limits.

Signed

LMWard

Clerk to the Council