Town Parish Audit
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Mohammed Rafiq
Clerk
Bradford Trident Community Council
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Bradford
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24th July 2020

Dear Mohammed Rafiq

Internal Audit of the Accounts for Financial Year ending 31st March 2020

I am pleased to inform you that the internal audit of Bradford Trident Community Council is complete. There is one significant issue to report – see end of this report.

The tests and checks as per attached list were carried out.

Cashbook and bank reconciliation
The cashbook and bank reconciliation statement were agreed to the 31st of March 2020.

VAT claim
Evidence was provided that VAT was recorded and reclaimed as appropriate.

Budget
The compilation of the Councils budget for the year was reviewed and I can confirm that it had been properly compiled. I can also confirm that progress against the budget was monitored on a regular basis.

Minutes
The Council's minutes were reviewed. They were signed and paginated.

Insurance
Insurance cover is in place and is adequate for the major liabilities faced by the Council.

Annual Governance and Accountability Return 2019/2020
I checked the figures in section 2 of the return and found them to be correct and ready for submission to the external auditor.

Internal Controls
I confirm that I have carried out appropriate tests and checks on the accounts and internal controls, as detailed on the accompanying Independent Internal Audit check list, and found them to be satisfactory.

I can confirm that all original and additional information requested was provided in an efficient, detailed and timely manner.

Issues discussed/needing action:

ACTION required: As noted by the previous Internal Auditor the Council should consider carefully its budget requirements and whether or not a precept should be raised for 2021-22. As the external funding from Bradford Trident continues to reduce the Council has been forced to reduce its activity and therefore this has now become an urgent matter.

Yours sincerely



Naomi Goddard

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