

**Thatcham Town Council  
Financial Year 2022-23**



**IAC Audit and Consultancy Ltd**

Audit date: 20 October 2022

**Interim Internal Audit Observations**

**E** *Expected income was fully received, based on correct prices, properly recorded and promptly banked; and VAT was appropriately accounted for.*

No.	Audit Test	Observation	Recommendation	Priority	Comments
1	Has the Investment Strategy been published on the Councils website?	<i>The Council has not published its Investment Strategy on the Councils website as required by the Statutory Guidance on Local Council Investments.</i>	Council to ensure that its Investment Strategy is published on its website in accordance with statutory guidance.	Medium	Now uploaded to website and duly noted for future. MT

**N** *The authority has complied with the publication requirements for 2021/22 AGAR (see AGAR Page 1 Guidance Notes).*

No.	Audit Test	Observation	Recommendation	Priority	Comments
1	The Council has published the unaudited Statement of Accounts (Section 2 of the Annual Return) in accordance with the requirements of Regulation 15 (2) of the Accounts and Audit Regulations	<i>It was noted that the Council has published both the Annual Governance Statement and Accounting Statements with redacted signatures. Advice received from the External Auditor is that Councils should not redact these signatures as these are statutory documents.</i>  <i>If there is concern regarding the publication of signatures then the signature used should differ from the signers normal signature.</i>	The Council to note that it is a requirement that both the Annual Governance Statement and Accounting Statement should be published as signed.	Medium	Signed copy has now replaced redacted copy on website and duly noted for future. MT

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*(For local councils only)*

**Trust funds (including charitable) – The council met its responsibilities as a trustee**

No.	Audit Test	Observation	Recommendation	Priority	Comments
1	Trust income and expenditure has been transacted through a separate bank account in the name of the Trust and has not been recorded in Councils accounts	<p><i>It was noted that the accumulated reserves of the Charity as stated in the Charities Financial Statements are significantly higher than the balances held at CCLA/ COIF and Nat West Bank. On review it appears that the Charity may hold significant additional funds as investment in shares.</i></p> <p><i>The Statement of Accounts prepared for the Charity includes the value of the Charities total reserves, but do not record, as a balancing item, where these fund are held. It was noted that this was the practice several years ago but this was changed to the current format.</i></p>	<p>The Council, as Trustee, to confirm where the 'investment' balances are held and obtain an up to date valuation.</p> <p>In future the Statement of Accounts prepared should include the balances held in bank accounts and investments. The balance of these should agree to the balance of the Charities reserves.</p>	High	<p>Will endeavour to locate where investment balance is held and obtain up to date valuation prior to year-end. MT</p>