

## **REPORT TO PICKMERE PARISH COUNCIL**

**4<sup>th</sup> October 2022**

### **AGENDA ITEM 7.6      RESIGNATION OF INTERNAL AUDITOR TO PARISH COUNCIL**

#### **1.      REPORT**

- 1.1 The Internal Auditor to the Parish Council (Nicky White) has recently submitted her resignation from that position.
- 1.2 The Internal Auditor has an important role in checking that the financial procedures of the Parish Council comply with statute and Government guidance. Thus before the Council's annual accounts are either adopted (if neither annual expenditure nor revenue exceed £25,000) or sent on to the external auditor, who carries out further checks (if the £25k threshold is exceeded as it has been in the last two years), the Internal Auditor carries out a check of the Council's accounting procedures, draft accounts and supporting documents.
- 1.3 Nicky has been carrying out this task, voluntarily and unpaid, as long as your current Clerk has been in post – that is the last 6 years or so – but was carrying out the same task and more for 12 years before that, having commenced assisting the Council in dealing with its finances around 2004.
- 1.4 Your Clerk would wish to thank Nicky for her years of service to the Parish Council, for her approachability and helpfulness, and for her professional skills in assisting him each time the preparation of accounts task rolls around.
- 1.5 Clearly it will be necessary to appoint a new internal auditor and your Clerk will now commence this process.

#### **2.      RECOMMENDATION**

- 2.1 That Council notes the report and formally thanks Nicky for her contributions to the functioning of the Parish Council over the last 18 years.
- 2.2 That the Clerk seeks a suitable candidate for appointment as the Council's Internal Auditor for the future and reports back to Council in due course.

**Jack Steel**

**Clerk to the Parish Council**