

Our Ref: CSG
16 June 2025

The Clerk
Potto Parish Council
[By email]

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Dear Sirs

Potto Parish Council
Internal Audit: Year Ended 31 March 2025

Executive Summary

Following completion of our internal audit we enclose our report for your attention and presentation to the Council.

The audit was conducted in accordance with current practices and guidelines.

An internal audit does not require that all transactions are checked, rather that transactions are tested on a sample basis where this is appropriate.

Our report is presented in the same order as the assertions on the internal auditor report within the published AGAR. Each section sets out the work undertaken and is concluded with an opinion as to whether the assertion has been met or not.

The AGAR can be submitted to the external auditor without amendment.