

WALMER TOWN COUNCIL INTERNAL AUDIT REPORT 2025-26

I am pleased to report to Members of the Town Council that I have completed my internal audit of the Town Council's records for 2025-26 and have been able to complete the Annual Internal Audit Report for the 2025-26 Annual Governance and Accountability Return.

Members should be aware that the audit tests that I undertook during the audit cannot be relied on to identify the occasional omission or insignificant error, nor to disclose breaches of trust or statute, neglect or fraud which may have taken place and which it is the responsibility of the Members of the Council to guard against through the Town Council's internal control procedures.

As a result of my audit and my discussions with your Clerk I was able to answer 'YES' to all the relevant questions contained in the Annual Internal Audit Report.

I would like to take this opportunity to thank your Clerk for the assistance given to me in the conduct of the audit that took place on 27 May 2026.

PREVIOUS AUDITS:

External Audit Certificate 2024-25:

Mazars issued their certificate on 5 September 2025 without comment or qualification. Their covering letter also dated 5 September included a "minor scope for improvement" item for public rights. The Council considered Mazars report at its meeting on 1 October 2025.

Internal Audit 2023-24:

Nothing to follow up from 2024-25.

FINDINGS THIS VISIT:

During the audit I carried out sufficient work to enable me to complete the Annual Internal Audit Report. I concentrated on the trail from the annual accounting statement back to the receipts & payments A/c and bank statements while testing transactions to invoices or other supporting documentation. I have also reviewed the Council's minutes for compliance with legal obligations, its general functioning and for mutual consistency with the accounts.

I found the financial records to be accurate and up to date. I found nothing in the minutes to indicate any issues around legal obligations, the council's actions or its general functioning.

I have reviewed the Council's Standing Orders and Financial Regulations. The Council has adopted model sets as produced by NALC with some variations to suit its own needs. The NALC models aim to cover everything and are in consequence lengthy. That being the case SOs and FRs become reference material with only parts being in regular use or widely understood.

The financial limits the Council has set in Financial Regulations look reasonable to me in relation to the Council's activity and spending. Where I suspect that the Council will have difficulty is with three quotes being needed for spend over £500 (Reg5.9). Several clerks have reported to me as having difficulties in getting two or more quotes for anything under £1,000. For purchases I'm unclear how the FRs apply to online marketplaces – would these be one quote or many.

One FR (reg 3.9) bans me from providing legal, financial or other advice to the Council. I believe that this is an error on NALC's part. In reg 3.9 the prohibition on the external auditor is fair enough because it repeats that external auditors are also banned by the terms of their contract with the smaller audit appointing body from providing consultancy services to limited assurance regime clients. Internal audit

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is a review function within the organization and is there to assist the organization so inevitably must advise.

I have nothing further to report.

**Lionel Robbins
Independent Internal Auditor
31 May 2026**