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| Meeting | Full Council |
| Date | Wednesday 3 April 2024 |
| Report Title | Update on audit |
| Author: | Acting Clerk |

Anita Sach was appointed by GAPTC to carry out our 23/24 internal audit.

Most of the information required for the audit can be found on our website.

Additional pieces of information that she requires have been requested and are listed below with my response in highlighted text.

1. **Insurance policy schedule 23-24 (not whole policy)**

**Attached to email and sent**

1. **Internal control checks noted at May and December meetings**

**Attached to email and sent**

1. **May play area and handyman reports**

**Attached to email and sent**

1. **Pension Regulator renewal letter from May 2023 –**

**might need a bit of help with this one? I can’t find it saved anywhere**

1. **On the finance section on your website, I have found the 23/24 budget, but it says to March 2023. Is that the correct one as it seems to be focusing on 22/23?**

**I think this might be because it’s a PDF? Excel sheet attached to email and sent**

1. **Balance sheet as at 31.3.23**

**I’ve attached the bank rec for all banks? Is that the right document?**

Internal sampling will take place on 11th April