

**ARW ROSS FCA  
Monks Rest  
Salisbury Road  
Marlborough  
Wiltshire SN8 4AG  
01672 512169 (Ansaphone)**

6th<sup>th</sup> June 2023

Ms Lynn Casey-Sturt  
Clerk to Froxfield Parish Council  
2, The Limes  
Froxfield  
SN8 3LB

Dear Ms Casey-Surt

#### Internal Audit


I have now concluded the Internal Audit Review for Froxfield Parish Council for the year to 31<sup>st</sup> March 2023. The parish clerk resigned on 31<sup>st</sup> March 2023 which resulted in the newly appointed clerk Ms. Lynn Casy-Sturt having responsibility for the year end and the Annual Governance and Accountability Return.( AGAR) I carried out my role of internal auditor as a non-professional individual who met your requirements for competence and independence. I do not carry professional indemnity insurance.

During the year under review the accounts have been maintained on bespoke software named Scribe.

As at today's date the AGAR has yet to be completed and approved. However, the accounting statement (page 6) has been drafted for approval which I have checked and agreed.

There have been a variety of issues which I have drawn to the attention of the clerk. All matters have been resolved to my satisfaction.

Yours sincerely



Andrew R W Ross