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Mr Brian Smith
Clerk to Huish Champflower Parish Council
Cleeve Valley Farm
Chipstable
Taunton TA4 2QF

20th June 2018

Dear Brian,

Internal Audit for Huish Champflower Parish Council – year ended 31/03/18

I confirm that I have completed an Internal Audit for Huish Champflower Parish Council for the year ended 31/03/17 and have completed and signed the Annual Internal Audit Report.

Thank you for emailing me the 2017/18 budget and draft minutes for March 2018. The main differences between the budget and actual expenditure involve donations, which were considerably less than budgeted, but the additional expenditure on Fireworks partly offsets this difference. Also, there was a budgeted expenditure of £200 for the Church, but this did not materialise.

One other small item: cheque number 484 for the Parish Council's insurance has not been minuted.

I attach my invoice for performing the internal audit for Huish Champflower Parish Council.

Yours sincerely,

Judith Bryant