

Monday, 07 April 2025

Councillor D Ainslie BEM
Uppingham Town Council
Town Hall
49 High Street East
Uppingham
LE15 9PY



Subject: End of Year Internal Audit Report 2024/25

Dear Councillor Anslie,

Thank you for the opportunity to conduct the end-of-year Internal Audit. I also thank the council for addressing the recommendations outlined in the mid-year report.

Please find attached the completed **AGAR 2024/25 Form 3, Page 3 – Annual Internal Audit Report**. The signed original will be posted to the council office for official records.

This report should be shared with all council members and published in accordance with the statutory publication requirements outlined on Page 1 of the AGAR.

Based on the information provided by Adam, along with information from the council's website and accounts, I have conducted several paper trails and governance checks.

As of **31 March 2025**, I confirm that the cash in hand, as per the bank statements, stands at **£211,412.73** plus **£2,809.78 Interest** and understand that last year's figures are to be reinstated

On the council's website there is a [link](#) from Documents to Finance and Audit however the most up to date audit documentation is posted under a separate [link](#) from the home page to Finance.

The Council's Operating Structure and Scheme of Delegation [LINK](#) needs updating, as does the list of [councillors](#)

For the council to note: The **National Association of Local Councils (NALC)** has published revised **Financial Regulations** to align with updated procurement legislation, gender-neutral language, and better reflects the Code of Conduct. NALC is also expected to release amended **Standing Orders**. The council will need to review and adopt both documents to ensure compliance and relevance.

Please do not hesitate to contact me should you require any clarification or further information.

Yours sincerely

Victoria

Mrs Victoria Clark
Internal Auditor

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