

Tel: 01953 606192

256 Norwich Road
Wymondham
Norfolk
NR18 0YT

20 April 2021

Thompson Parish Council
c/o Ms Kim Austin, Clerk
Poplar Farm
39 Long Street
Great Ellingham
Norfolk NR17 1LN

Dear Councillors

Re: Internal Audit of Parish Accounts

At the request of Ms Austin I have conducted an audit of Thompson Parish Council accounts and related proceedings for 2020-21.

You will see that I identified issues which have I have raised with Ms Austin. That it was not possible to resolve one of these – omission of one item of VAT – before signing off the AGAR has led me to qualify my approval. I am satisfied that the errors were administrative oversights and I am content that the accounts have otherwise been kept in good order and in accordance with the Council's adopted procedures.

As part of the audit I have necessarily reviewed information published on the Thompson Village website: everything appears to be in place, but I notice that councillors' declarations of interest are neither complete nor current when compared with current Council membership. These need to be updated or, perhaps, removed and replaced with a link to the parish's page on the Breckland Council website, where the up-to-date information is available (in line with the terms of the Transparency Code for Smaller Authorities).

I am aware that the council is not in control of the village website. If it is proving difficult to publish and maintain statutory information in a timely manner, then you may wish to consider developing a dedicated website under control of the Clerk. I have already made Ms Austin aware of a template site used by a number of Norfolk's parish and town councils should you wish to pursue this.

Please contact me if you wish to discuss further.

Yours sincerely



Michael Corrie