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15 April 2024

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 2023-24.

I raised some queries with Ms Austin and these have been addressed; the one item of note being that a small amount of VAT – £3.83 – was not disaggregated for reclaim. I understand the timing is such that it can be included in the claim being prepared for submission to HMRC.

Otherwise, I am satisfied that the Council has conducted its business in accordance with its adopted procedures and that the accounts have been kept in good order. The AGAR has been completed without qualification.

Yours faithfully



Michael Corrie