

Stoke St Michael Parish Council

MEETING Date: ...Thursday 1st September.....

<p>Agenda Item: Insert wording to appear on the agenda. Remember to make it clear what you are asking your fellow Councillors to do. "To consider..." " To note..." "To review..." "To resolve..."</p>	<p>Approval of quote and proposal for appointment of Internal Auditor for this financial year</p>
<p>Background Information: Insert as much information as possible so that councillors have the detail that they need in order to make an informed decision</p>	<p>Every year the Parish Council has to formally appoint an Internal Auditor, last year the Parish Council appointed ProBusiness at a cost of £230 + VAT totalling £276.00</p>
<p>Background Documents: Insert names of documents to be sent out with the meeting papers.</p>	<p>As per the Financial Regulations quotes have been obtained from other Internal Auditors and these are below: -</p>
<p>Costs: Insert detail of any costs associated with the decision that you are asking the council to make</p>	<p>Company A - £250 + VAT totalling £300.00 Company B - £150, no VAT Company C - £250, no VAT Company D – approximately £180 + VAT totalling £216.00, they have quoted £60 per hour and suggest 2-3 hours to carry out the audit but would like to do two visits.</p>

I would like to recommend company C, although they are not the cheapest, they have been recommended by other Clerks, they also helped write the Joint Panel on Accountability and Governance Practitioners' Guide (basically how to complete the AGAR), have set up a forum for Internal Auditors and understand Internal Auditing for Councils having been one for many years.