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7 May 2024

The Chairperson Of Billinge Parish Council.  
Public Hall  
Main Street  
Billinge  
Wigan  
WN5  
Dear Sir/Madam

#### Internal Audit Year End 2023/2024

I am pleased to confirm that on 29<sup>th</sup> April 2024, following an Interim Internal Audit on 27<sup>th</sup> November 2023, I undertook a final virtual Internal Audit in respect of Billinge Parish Council's internal controls for the financial year 2023/2024. Acting independently, I have examined the system of internal control by undertaking the tests laid down by the Audit Commission and detailed on the Annual Return. I have taken account of guidance relating to Regulation 5 (1) of the Accounts and Audit Regulations 2015.

Based on my examination of your procedures and documentation I am happy to confirm that the Council's system of internal controls is both effective and adequate for the purpose intended. Please note that there is a small difference in the final Bank Reconciliation (+50p). I understand Mrs Broatch has done her utmost to identify the cause of this difference, and as such I am happy to sign the Annual Return confirming my satisfaction with your procedural arrangements.

I would like to thank your Clerk/RFO Hazel Broatch, who greatly assisted in the conduct of the audit by providing me with all the necessary documentation/ records.  
Yours sincerely

CLERK/RESPONSIBLE FINANCIAL OFFICER  
TO THE PARISH COUNCIL

*'Serving the People of Downall Green and Garswood'*