

**Tavistock Town Council
Financial Year 2025-26**

Year End Internal Audit Observations

Date considered by Council _____

Minute Reference _____



IAC Audit and Consultancy Ltd

Audit date: 26 May 2026

E *Expected income was fully received, based on correct prices, properly recorded and promptly banked; and VAT was appropriately accounted for.*

| No. | Audit Test | Response | Observation | Recommendation | Priority | Comments |
|-----|--|----------|--|---|----------|----------|
| 1 | Does the investment policy clearly show an awareness of investment risk being taken? | Yes | <p><i>It was noted that as at the 31st March 2026 the Council was holding 82% of its balances in one institution. This significantly exceeds the 60% maximum threshold set out in the Councils investment policy..</i></p> <p><i>The Council has agreed to amend its investment policy to permit this increase concentration of its deposits</i></p> | The Council to note the increased level of risk associated with the concentration of its deposits with one institution. | High | Agree |

J *Accounting statements prepared during the year were prepared on the correct accounting basis (receipts and payments or income and expenditure), agreed to the cash book, supported by an adequate audit trail from underlying records and where appropriate debtors and creditors were properly recorded.*

| No. | Audit Test | Response | Observation | Recommendation | Priority | Comments |
|-----|--|----------|---|---|----------|----------|
| 1 | Audit Extended Trial Balance agrees to draft Accounting Statements | No | <p><i>It was not possible during the audit visit to agree the values stated in Box 3, 4 and 6 of the draft AGAR Accounting Statements. Subsequent to the audit visit amendments were made to the Box 4 value in the draft statements which agreed to the internal audit schedule £13,679 remain on Box 3 and ^..</i></p> <p><i>Compensating differences of £13,679 remain on Boxes 3 and 6.</i></p> | The Council to note the compensating differences identified between the annual return Box 3 and Box 6 values. | Medium | Agree |

O The authority complied with laws, regulations & proper practices relating to digital and data compliance.

| No. | Audit Test | Response | Observation | Recommendation | Priority | Comments |
|-----|--|----------|--|---|----------|----------|
| 1 | The Council has carried out a website accessibility test. | No | <i>It is understood that a website accessibility test has been undertaken but, as at the date of the year end audit visit, this had not been formally reported to Council.</i> | The outcome of the website accessibility test should be formally reported to, and considered by, Council. | Low | Agree |
| 2 | The Council has conducted a data audit in accordance with GDPR practice. | No | <i>As at the date of the year end audit visit the Council had not carried out an audit of the personal data it holds.</i> | The Council should carry out an audit of the personal data it holds. A template for doing this, produced by SLCC, was provided to the Clerk during the audit visit. | Medium | Agree |