

CRP ACCOUNTANCY LIMITED

**The Lodge
Coast Road
Bacton
Norwich
Norfolk
NR12 0EU
Tel. 01692 651000
Fax.01692 651144
Mobile. 07836312349
Email cruncher@computer-assist.net**

Please ask For Mr Pooley

Our ref: CRP/NPC01

Your Ref: J Warner

12th May 2015

*For the attention of Janet Warner
Clerk to the Council
Northrepps Parish Council
38 Central Road
Cromer
Norfolk
NR27 9BW*

Dear Janet

re Internal Audit

I would confirm that I have now been able to complete the Internal Audit of Northrepps Parish Council's Accounts. I have found no errors and only one minor adjustment as last year. There are no causes for concern. I have carried out all checks recommended by the Audit Commission and the signed statement has been completed on the attached accounts as requested.

I have completed the Internal Audit Report and checked the figures on the form. Prior to forwarding the accounts to the External Auditor please make certain that all the green boxes are completed as per instructions on page 1 of the Return Form.

Please let me have a photo copy of the form after it has been fully completed, agreed and signed at the next meeting.

Should you require any further details please contact me. Your books are ready for collection.

If re-appointed I estimate my fees to be similar to this year. This assumes no large increase or decrease in the work to be undertaken.

I attach a note of my fees which I trust you find satisfactory.

Yours sincerely

CHRIS POOLEY
for CRP Accountancy Limited.

Registered in England No. 4720995
Encs.

Directors C R Pooley & M Pooley