

Do the Numbers Limited
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Southampton, SO16 5NG
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7th June 2016

Claire Inglis, Clerk
Dogmersfield Parish Council
3 Sunnyside, The Street
Crookham Village
Fleet
GU51 5SJ

Dear Claire,

Subject: Review of matters arising from Internal Audit for 31 March 2016

Please find below the list of matters arising following my visit today. I found the records of the council to be in very good order, that the control environment has improved significantly in the last year and the visit went very well.

Control area	Issue	Recommended Action
Pension Autoenrollment	The Clerk's wages will probably always be at a level below that of the threshold for needing a scheme..	The council should review the guidance annually to check the current guidance. ✓
Bank statement	The council may want to get each councillor in turn to check the bank statement to reduce the burden on any one member and to engage all members.	The council could start the rotation from this summer. ✓
Solar Farm income	It appears that the company with whom the council has signed the contract has been sold. This does not in any way negate the validity of the contract relating to the solar farm being built at that site.	The council should monitor the project to ensure that the contract terms are met by the current operator of the project. ✓

If either you or your members have any queries or require further information, please do not hesitate to contact me.

Please find enclosed my invoice for the agreed fee of £155.

Regards



Eleanor S Greene