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## **Cambridgeshire & Peterborough Association of Local Councils**

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11<sup>th</sup> May 2025

### **By Email**

Northstowe Town Council  
The Cabin  
The Green  
Pathfinder Way  
Northstowe  
CB24 1FD

Dear Chairman and Cllrs

### **Northstowe Council Internal Audit: End of Year Visit 2025**

Following my recent visit to Northstowe Town Council on Wednesday 7<sup>th</sup> May 2025, I confirm I met with Mark Nokkert to complete the council's Internal Audit for 2024/25.

Please find enclosed my report and recommendations following the visit. In line with proper practices, the Council should formally receive this report (as it does for the External Audit) and minute the plans it has to set out any improvements required and remedial actions to be taken.

I was unable to provide a positive response for Internal Control Objective C on the 2024/25 AGAR, as neither I nor the Clerk have been able to locate evidence that the council has reviewed its risk arrangements during the 2024/25 financial year. I understand that two members of staff have resigned, and I believe this matter has been inadvertently overlooked due to staffing constraints and the increased workload placed on the remaining employees. It would be advisable for the council to fill these vacant positions promptly to ensure sufficient staff capacity to meet governance requirements effectively.

Yours faithfully

**V Taylor PSLCC**  
Internal Auditor