

Ian Eynon Accountancy Services

BRYN BRIALLU,
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PEMBROKESHIRE,
SA61 1DP
10th June 2024

Haverfordwest Town Council,
Old Wool Market,
Quay Street,
Haverfordwest

Attention: Mrs Vanessa Lewis Camacho, Clerk/RFO

Internal Audit of the 2023/24 financial Statements

May I firstly thank the Town Council for appointing me as your Internal Auditor for the Financial year 2023/24.

Thank you and your staff for affording me your full cooperation to complete the Internal Audit in such an efficient way.

I have completed the Internal Audit section of the Wales Audit Office Annual Financial Return, noting my observations on that document, where appropriate. I have also had regard for the other supporting documents that Wales Audit Office provided, and you have completed.

I would additionally make the following points, which you may wish to note further during the course of the forthcoming year.

- 1) I note that you and your staff are new to the Town Council having taken your position in November 2023. I congratulate you and your staff for quickly and efficiently gaining an understanding of the Council's procedures and services in such a way that I believe there was little or no disruption to the services provided to the inhabitants of the town.
- 2) I noted that when you joined the Council the VAT returns from April 2023 had not been submitted, however this was quickly remedied and returns are now done in a timely manner.
- 3) The Council moved into its current location in the previous financial year 2022/23, which seems to have gone smoothly, and you were in a strong financial position in being able to purchase the building without the need to borrow any funds.
- 4) You were able to purchase a ride on mower and trailer with the aid of a substantial grant during the year 2023/24 and the asset is properly recorded on your Asset Register.

5) Precept

I note that you increased the precept by a reasonable 4.3% in cash terms on the 2022/23 figure, and that this resulted in no % increase in the Band D costs to your residents, presumably due to additional properties being built in the town. However, at £78.75 per Band D household, this is the second highest band D amount in Pembrokeshire only 1p below the highest Band D figure. So, while you seem to have set a tight budget this year, having such a high band D precept does not leave you with much room to manoeuvre in future years. That said, I also note that the Council has no debt.

I hope you will find these comments helpful and constructive. Please let me know if I can be of any further support to you, and I look forward to working with you again in the future. I also put myself forward for reappointment as Internal Auditor for the year, 2024/25 if the Council is minded to do so.

Your sincerely



Jan Eynon