

Wednesday, 10 December 2025

Councillor Moorhouse
Tuxford Town Council
The Beeches Community Centre
Birch Court
Tuxford
NG22 0NF



Dear Councillor Moorhouse,

REF: MID-YEAR INTERNAL AUDIT REPORT 2025/26

Thank you to your Clerk, who promptly provided all requested documentation and responded to my queries.

Using this information, together with the material published on the Council's website and within the accounts package, I was able to complete several paper trails and governance checks, these verified that the data is accurate and the council's accounting and supporting records are well maintained to date. I have no concerns arising from the information reviewed.

Items noted and recommendations are listed below, primarily to support transparency and good governance.

1. Council specific email addresses for Councillors:

I note that all members of the Council have council-specific email address and are not using personal ones. Currently this is acceptable; however, NALC best practice is for members to have a .gov.uk email address.

2. Register of interest:

- i. The Bassetlaw DC website lists one additional councillor who may have left the Council.
- ii. Some councillors have not disclosed land/home address details on their register of interests.

3. Risk Management Scheme:

This should be reviewed annually, or sooner if there are any changes. The last review was February 2024

Please contact me if you have any questions.

Yours sincerely

Victoria

Mrs Victoria Clark

Internal audits, charity independent examinations, and secretarial services, delivered remotely.

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