

# Clerk's Report to Rugeley Town Council



**6<sup>th</sup> March 2024**

## **Item 207 – Internal Auditor**

### **Chris Leng – VAT Expert**

Following on from the work Chris Leng has now completed, he would like council to consider he's original amount agreed from £250 to £400. This on the following basis:

- He has personally recovered £14271.57 which will be paid into our account week beginning 4<sup>th</sup> March
- He has attended our offices now on 3 occasions: 25/1/24, 5/2/24 and 21/2/24, each being roughly an hour and half.
- At home he completed a 4 page advice note to email HMRC with, 7 year analysis to show we haven't reached the exempt limitations, detailed breakdown of each quarter with attributions and finally partial exemptions for each quarter and the full year.

**Council to make recommendation that Chris Leng can produce an invoice to be paid for £400**

**Melanie Matthews – Responsible Finance Officer**