

Do the Numbers Limited
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Southampton, SO16 5NG
023 8077 2341

7th June 2018

Jo Gadney, Clerk,
Barton Stacey Parish Council
Banyuls, Greenacres
Barton Stacey
Winchester SO21 3RH

Dear Jo,

Subject: Matters arising from Internal Audit year ended 31 March 2018

Please find below the list of matters arising following my visit today. Overall I found the records of the council to be in extremely good order and that the visit went well.

Control area	Issue	Recommended Action
Burial Ground	The council has considered permitting the reservation of burial plots. This can have long term implications for the management of the burial ground.	If the council join the ICCM , they will have access to up to date accurate information and resources.
Planning Minutes	The purpose of minutes is to record the decision rather than the discussion. Where no objection is to be made to a planning application, detail may not be needed.	The council should consider how much detail of non contentious planning applications that the clerk should record.
Councillor vacancy	The council has had difficulty recruiting members to fill vacancies.	It may be worth advertising the vacancy more prominently on the web page and using social media – both that of the PC and other village groups – to reach a wider audience.

Please find attached my invoice for the agreed fee. If either you or your members have any queries, please do not hesitate to contact me.

Regards



Eleanor S Greene