

**SUMMARY OF AUDIT POINTS OUTSTANDING**

By Email

**E4 NORT47 Norton Parish Council (Daventry)**

Please ask for: Becky Abbott

Date: 28 April 2017

Please respond by: 05 May 2017

Section 2

No.	What is the audit point outstanding?	What is required to resolve the matter?	Why is this required?	Additional fee applicable	Actioned
1	An explanation for the variance of staff costs has been provided but more detail is needed to support the reasonings.	Please could you provide an explanation as to why the Parish clerks overtime has been reduced. We would also like the workings behind this such as the hours reduced from prior year and the hourly rate so we can see how the amount of £1409 has been calculated.	So we can agree the variance to supporting explanations.	No	<input type="checkbox"/>

Total additional fee: £0.00

**Key to additional fee:**

- 1) - Annual return requires amendment
- 2) - Standard information not provided
- 3) - Previous request not actioned
- 4) - Additional work required
- 5) - Additional info required