



## **Clerk's Internal Audit Notes**

Following the Interim Audit on the 25<sup>th</sup> of November 2026, we have just the one recommendation which is to once again consider a dual authorisation process for making electronic payments.

As the COOP do not offer this service, we would have to explore other banking providers such as Unity, I have listed below the pros and cons of moving to this particular provider:

PRO's:

Dual Authorisation  
Interest bearing

CON's:

Fees, £7.00 per month = £84.00 PA  
Plus 15p per individual transaction = £52.65 (based on 2025)  
Plus 70p per £100.00 cash deposited = £2.80 (based on 2025)  
Plus 40p per cheque = £4.00 (based on 2025)

Total £143.45 PA plus card below after 12 months.

No debit card available, but a Corporate Purchase card is after 12 months on application, cost £3.00 per month + £50.00 set up fee.

Cannot deposit cheques at the Post Office, only post them or go to a partner bank in the Town Centre.

Cannot make emergency payments as two further signatories also need to approve each transaction.

Potential difficulties gaining approvals due to holidays / personal circumstances.

## **Observations:**

It was requested that the Clerk gets confirmation from Bank of Ireland that our account is closed, the Clerk advises that the Bank of Ireland does not have MTC on their records so cannot send a confirmation of account closure to an account that doesn't exist.

The auditor noted that salary information (bulked together) is included on the payment authorisation, this is only sent to the Mayor and Chair of Finance who would be aware of salaries, there was no recommendation to change this.

It was also noted that copies of invoices aren't sent with the payment list, these are currently available on request and are signed off on a monthly basis by the Chair of Finance.