

## 2022-2023

### Year End Auditors Report

#### 1. Non-executive Auditor 2022-2023

My name is Sarah Bannon and I have volunteered to audit the Society of Brownfield Risk Assessment (SoBRA) accounts for the period 1st October 2022 - 30th September 2023. This is my second year as auditor for SoBRA. I have been a SoBRA member for over 10 years. As a manager working for Ramboll UK Ltd, I regularly scrutinise and manage financial data.

#### 2. Documents submitted for audit

The following documents have been submitted by SoBRA's Treasurer Rachel Dewhurst for scrutiny in 2023:

- Combined SoBRA income and balance sheet and PayPal balance sheets in Excel format (October 2022 - September 2023);
- Payment records (scanned documents) for the period October 2022 - September 2023; and
- Bank statements for the period October 2022 - September 2023 (pdf documents - Lloyds Bank Account No. 13943560).

#### 3. Audit process

The audit has been carried out through the reconciliation of account spreadsheets with bank statements, invoices and other documentation as outlined above.


#### 4. Audit findings

The income and balance spreadsheet presents current account entries and PayPal activity in an easy to audit format. Documents scrutinised correlate with the balance sheets submitted for audit. The manner in which documents have been produced and managed would appear to be in accordance with the Financial Procedures of SoBRA.

#### 5. Declaration

The declaration below is provided in recognition of the audited accounts for SoBRA for the year ending 30th September 2023. I confirm that the records are correct and comply with SoBRA's procedures.

Please note this audit is a 'good will' informal audit, undertaken in order to verify the approximate status of SoBRA accounts. This audit is not intended to constitute a formal accounts audit for submission in relation to tax. Any such audit should be undertaken by a specialist accountancy practitioner.

I the undersigned, certify that the account documentation viewed for the Society of Brownfield Risk Assessment appears to be a correct record and comply with the Financial Procedures of SoBRA			
	<b>Signature</b>	<b>Print Name</b>	<b>Date</b>
Non-executive Auditor		Sarah Bannon	12 <sup>th</sup> November 2023