

King & Taylor (Audit) Ltd

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The Committee
Cobtree Manor Estate
Maidstone Borough Council
Maidstone Gateway,
King Street,
Maidstone, Kent ME15 6JQ

6th January 2015

Dear Sirs

1. In accordance with our normal practice we are writing to draw your attention to various matters which arose during the course of our audit of the charity's accounts for the year ended 31 March 2014.
2. We have no comments to make concerning the qualitative aspects of the entity's accounting practices and financial reporting.
3. We did not encounter any significant difficulties during the audit and there are no significant findings from the audit to draw to your attention.
4. A draft of our proposed letter of representation is attached. We draw your attention to the paragraphs concerning Related Party Transactions. All transactions with Maidstone Borough Council have been appropriately identified in the accounts.

In other respects the letter is routine.

5. A schedule is attached of all the unadjusted misstatements determined during the course of our audit, except for those considered to be clearly trivial. Please advise us of your reasons for not adjusting the financial statements in respect of these misstatements.
6. As you are aware from our letter of engagement, our audit procedures were directed towards testing the accounting systems in operation upon which we have based our assessment of the accounts. An appendix to this letter contains details of actual and potential weaknesses identified during the course of our audit and our recommendations for improvements. It is not meant to be a full and accurate reflection of all weaknesses that may be present in your system.
7. In making our recommendations, we have considered the size of your charity and the number of staff you employ. We shall be glad if you will let us know what steps have been taken in connection with the above.
8. We have discussed the uncertainties relating to the going concern nature of the charity. We have considered the disclosures included within the accounts and consider these to be adequate.

9. We have discussed with you the fact that we provide accounting services to the charity in addition to acting as auditors. We wish to confirm to you that in our opinion the provision of such services and the continued involvement of Robert Hiscock as responsible individual do not affect our independence as:

- (i) the additional services provided are of a routine compliance nature and the Trustees take any decisions where judgement is required; and
- (ii) the firm's quality control procedures provide adequate safeguards in respect of the involvement of Robert Hiscock.

The firm and the audit engagement team have therefore complied with relevant ethical requirements concerning independence.

We would like to take this opportunity of expressing our thanks to your staff for their assistance during the course of our audit.

Please note that this report has been prepared for the sole use The Cobtree Manor Estate. It must not be disclosed to third parties, quoted or referred to, without our prior written consent. No responsibility is assumed by us to any other person.

The purpose of the audit was to enable us to express an opinion on the financial statements. The audit included consideration of internal control relevant to the preparation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of internal control. The matters reported above are limited to those deficiencies that the auditor has identified during the audit and that the auditor has concluded are of sufficient importance to merit being reported to those charged with governance.

If we can be of any further assistance, please contact Robert Hiscock.

Yours faithfully



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