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PARISH COUNCIL

INTERNAL AUDIT FOR NORMANBY BY SPITAL PARISH COUNCIL YEAR ENDING 31st March 2022

The internal audit was carried out on Wednesday 4th May 2022 which included all the appropriate paperwork as detailed below.

1. Payments made were supported by:
 - a) Bank statements,
 - b) Receipts and invoices, including any VAT payments,
 - c) Accounts payment summary sheets,
 - d) Minutes of Parish Council demonstrated approval of payments during the financial year.
2. Expenditure was supported by estimates, which were approved by the Parish Council and duly minuted.
3. The Annual Precept requirements were based on budgetary control and were duly monitored.
4. All incomes were properly recorded and banked, approved by the Parish Council and duly minuted.
5. Salaries and allowances, together with records of Income Tax and NI paid, were properly approved by the Council and minuted.
6. The Asset Register had been kept up to date.
7. All the accounts were checked, minor errors were identified and corrected. The Council's bank accounts were fully documented at the year ending 31st March 2022.
8. Regular reconciliation sheets had been provided to Council members for their approval and minuted although some had minor errors.
9. All areas of financial risk, together with organisational matters, contracts and personnel (including Health and Safety) had been reviewed during the year by Council members.
10. Debtors and creditors were recorded in the accounts' records.

I was fully satisfied with the audit and would like to thank Julie for the provision of the accounts in readiness.



Dave Harford
Clerk, West Stockwith Parish Council
C.Eng B Sc. FIEE FIRSE