

East Keal Parish Council Verification of Accounts Year End 31<sup>st</sup> March 22

Observations on examination of your accounts for Committee only.

1 Firstly the accounts balance, there are no problems. I have used the balance on account for Santandar as at 7<sup>th</sup> March as provided. Libby will let me have April's statement once this is received showing the balance as at 31<sup>st</sup> March 2022.

2 In the period from 19<sup>th</sup> Jan 2022 to 24<sup>th</sup> March 2022 you have issued six cheques which only have one initial on your stub. I know that it is your policy that whoever signs your cheques also verifies the invoice and countersigns your stubs. I am sure that you must be checking your invoices and signing cheques in accordance with your mandate but you must evidence it. If you need to check back as to who has authorised a payment you will not know. If you were to have an external audit this could cause you a problem.

3 Annual Governance Statement. This form states please round all figures to the nearest £1, in doing so this year this will make this form £1.00 wrong, using common sense and ignoring the pence column please use 1183 in box 3 to make this form balance.

Thank you  
Dawn Keal  
8<sup>th</sup> April 2022