

EAST KEAL PARISH COUNCIL
Internal Interim Audit (Period: 1/4/2016 to 29/11/2016)

The purpose of the periodic internal audit is:

1. To check the accuracy of the accounts and highlight any discrepancies.
2. To look at financial presentation and procedures relating to the accounts and make recommendations where it is considered improvements could be made.
3. To check that the Parish Council is operating in accordance with the Financial Policy documents and with the Joint Practitioners Advisory Group's document "Governance & Accountability" for Local Councillors.

ACCOUNTS

The accounts prepared for the period 1st April 2016 through to 29th November are a true and fair representation of the financial transactions undertaken by the Parish Council, based on the records made available.

COMMENTS

1. The cheque stubs on cheque numbers 000401 & 000402 made payable to LALC appear to carry the initials of the second authorised signatory rather than the full signature as is the usual practise.
2. Letter of thanks from East Keal Parish Church Council (evidencing payment of £50.00 donation to assist with maintenance of the Church grounds) does not carry a cross reference to a cheque number or a Council Meeting Minute indicating that the payment was sanctioned.

Signed:



STEPHEN SHAW

31st December 2016