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SOUTH CREAKE PARISH COUNCIL

Internal Auditor's Report for Year ended 31st March 2023

On Thursday 25th May 2023 I visited the Council Clerk at her home and took away the Council's accounting records and Board meeting minutes for the year ended 31st March 2023 to carry out the annual internal audit. I completed this audit on 30th May 2023 during which I selected a random number of transactions from the Council's bank statements for the financial year. I found that all had been correctly authorised, recorded in the Council's Cash Book and reported to the Parish Council. The Council's bank statements were correctly reconciled to the Council's financial records at 31st March 2023. VAT was correctly identified and separated for reclaim purposes.

Payroll

The Council has one employee- the Parish Clerk, and her payments were made in accordance with her contract. Tax and National Insurance payments to HMRC were made in a correct and timely manner.

Annual Accounts

The year end Receipts and Payments Account and Balances were correctly prepared in line with accepted accounting procedures for presentation to the Council.

Overall, I found that the Council's accounts continue to be well maintained and I have no matters of concern that I wish to bring to the Council's attention. I was able therefore to sign the Annual Audit Commission return without reservation.



Roger Canwell
Accountant and Independent Examiner 31st May 2023