

Litton Parish Council

Independent Internal Auditors Report for 31st March 2016

Introduction

The internal audit took place on the 6th May 2016. I have carried out an internal audit of the Council's records in accordance with the Council's requirements and under the guidelines of Governance and Accountability for Local Councils 2015.

This work has been carried out on a sample basis so as to provide an assessment of compliance with the relevant policy and controls that are expected to be in operation during the above financial year. The audit has covered the work carried out by the Clerk to the Council in the execution of her duties ensuring that all relevant regulations have been met and the Council's resolutions have been carried out in a proper and timely manner.

Following the audit I have presented the Clerk with a summary of minor administration matters identified during the audit, none of which affect the final outcome of the Internal Audit.

Audit

The following areas were subject to inspection.

- Observance of Financial Regulations
- Observance of Standing Orders
- Operation and Reconciliation of Bank Accounts
- Cash Book Receipts and Payments
- Invoices received
- Value Added Tax Refunded
- Preparation of Receipts and Payments Account
- Council Minutes, Resolutions and Authorised Payments
- Fixed Assets
- Risk Assessment
- Adequacy of Insurance Cover
- Payroll Records and Clerks Expenses
- Precept requirement and Budget
- Adequacy of Council Reserves
- Annual Return this year
- Annual Return last year with Internal Auditors Report

Outcome

My inspection of the Council's records for the year ended 31st March 2016 did not find any areas for concern, and I conclude that Litton Parish Council's system of internal control meets the needs of the council to a good standard.

Joanne Taylor

Joanne Taylor
Ain Moor House, Main Road, Stretton, Derbyshire DE55 6EW

9th May 2016