

ANSTEY PARISH COUNCIL INTERNAL AUDIT

Audit findings *Internal control*

Proper Bookkeeping

Reported findings

The accounts book is well maintained and up to date.
Documents were arithmetically correct.
An email trail of queries to the Parish Clerk to clarify items is available on request.

Recommendations: Nil

Standing orders adopted & applied; and Payment controls

The Council has formally adopted Standing Orders and these are available to the public.
The Council has appointed the Parish Clerk as Responsible Financial Officer (RFO).
During the year there were no purchases of a size that required competitive tendering.
Payments are supported by invoices.
VAT on payments has been identified, recorded and a reclaim prepared for next year's accounting period.

Completed by: P WALTON

Date: 29th June 2018
