Dunnington Parish Council

INTERNAL AUDIT REPORT - YEAR ENDED 31 MARCH 2020

	CHECK	COMPLIANCE	ACTION REQUIRED
1	Cash book reconciled with invoices	Yes	No further action required
2	VAT is correct in cash book linked to invoices	Yes	No further action required Cheque 105260 VAT to recover £13.00
3	Seperate column for S137 payments	n/a	
4	S137 powers checked	n/a	
5	Bank reconciliation to 31 March	Yes	No further action required
6	Financial regulations in place	Yes	No further action required. These need to be reviewed annually.
7	Financial risk assessment in place	Yes	No further action required
8	VAT has been reclaimed	Yes	No further action required
9	Annual Return figures are correct	Yes	No further action required
10	Council has approved accounts by the specified date	No	At the time of the internal audit the accounts had not been approved. Please provide the date of the approval of the accounts

	CHECK	COMPLIANCE	ACTION REQUIRED
11	Petty cash if any managed	n/a	
12	Budget drawn up linked to invoices	Yes	No further action required
13	Bank statements reconciled to cash book and all statements present	Yes	No further action required
14	Standing order on contracts adopted	Yes	No further action required. Needs reviewing on an annual basis.
15	All payments listed in minutes, including loan payments and income from lettings and other sources	Yes	No further action required
16	Copy of insurance policy seen	Yes	No further action required
17	Copy of precept request seen in place	Yes	No further action required
18	Significant variances explained	Yes	No further action required
19	Asset register submitted and checked against Annual Return Box 9	Yes	No further action required
20	Tax and NI properly applied	Yes	No further action required

	CHECK	COMPLIANCE	ACTION REQUIRED
21	Review of effectiveness of independent internal audit	YES	No further action required. Needs reviewing on an annual basis.
22	Council's own internal control systems in place	Yes	No further action required. Needs reviewing on an annual basis.
23	Risk assessment completed for facilities open to the public	Yes	No further action required. Needs reviewing on an annual basis.
24	Compliance with Pensions regulations	Yes	No further action required Clerk opted out.
25	Recommendations 2019	None	None
26			Explanations with regards to the councils high reserves have been noted.

Internal Audit report carried out by Ian Scott

Date: 28 June 2020