

EAST BRIDGFORD PARISH COUNCIL

INTERNAL AUDIT

I, Alan Lapwood, being the Internal Auditor for and appointed by East Bridgford Parish Council, certify that checks on the financial condition and the following documentation of the Council were made on 8th April 2021

- i) Cheque Books ✓ Examined
- ii) Invoices ✓ All present and correct for Feb.
- iii) Schedule of Payments ✓ checked for Feb
- iv) Receipts and Payments Book ✓
- v) Bank Statements ✓ seen to year end - 31/3/21
- vi) Paying in Book ✓
- vii) Monthly Bank Reconciliation - Reconciliation agreed 31/3/21
- viii) Monthly Statements of Account ✓
- ix) Spreadsheets ✓
- x) VAT Records ✓
- xi) Clerk's Record of Salary Payments ✓
- xii) Allotments Register of Payments
- xiii) Receipt Book
- xiv) Other Documents considered relevant
- xv) The Year End Accounts ✓

Internal Auditors Comments

- ① Minutes checked for Core Path Resourcing and Payments
- ② Bank Reconciliation - 31/3/21 Agreed
- ③ Invoices all present and correct for February 2021
- ④ Year end Accounts - checked and agreed
- ⑤ AGAR checked - agreed and signed.

Signed Alan Lapwood

Internal Auditor to East Bridgford Parish Council

Dated 8. April 2021