

Internal Auditors Report for Saughall & Shotwick Park Parish Council 2019/20

This is the fifth year as Internal Auditor for the Saughall & Shotwick Parish Council accounts and wish to record my thanks to Shirley and Graham for their assistance in providing the appropriate information in order that this Audit could be carried out. The only aspect of the records not validated is the categorisation of the various items of expenditure but I am sure that there are no concerns in this area.

It is pleasing to note that all supporting information was available to support all items of expenditure. As HSBC stopped sending out cancelled cheques after September 2018, it was essential that the Parish Council had supporting documentation for all expenditure as reported last year.

Unpaid cheques as at the Year End:

Chq No	Payee	Amount
0247	The Information Commissioner	40.00
0248	Vern Institute Mgt. Comm.	15.20
	Total	£ 55.20

As per my reports for the past 3 years, it is again noted that Rentals from 2 Associations remain outstanding for a number of years and whilst these are of a minor nature, I suggest that these sums are brought to their attention with a request that the payments are brought up to date and in future an annual Invoice is provided by the Parish Council.

You will note that within the Internal Audit Report within the AGAR that Section L has indicated that the Parish Council did not comply. This was reported to the Council following my attendance at a seminar in January as the External Auditor had included this matter back-dated to 2019. As such, I understand that all Parish Councils will not comply. However, arrangements need to be made to ensure that the Parish Council does comply in 2020. At the January seminar, I was also advised that next year the Staff Costs will include both the Employers NI and Pension contributions.

Overall, the Accounts have been maintained in a very good manner and, once again, I would like to thank Shirley and Graeme for their assistance in the manner in which the records have been maintained and the support provided to me during this Audit process.

David Glavin, Internal Auditor to Saughall Parish Council – 8th May 2020