Julie Snooks - Internal Auditor

Bengrabar Pc 2017/18 Council:

Year

reur	2017/10		and the second second		
<u>Topic</u>		Yes	No	n/a	Notes
Insurance	Schedule reviewed	1			, AxA
	Fidelity Guarantee Cover adequate	V			ESOK
Precept	Minute setting seen				Mun 12/12/17 12/09
	Budget seen				
	Reserves considered				
Fixed Assets	Register up to date				Adjustments made to remove Public Toilers now AC ASS
Risk	General and Financial Risk assessed in 2017/18				0
Internal Contol	Statement considered in 2017/18				
Payroll	Rate changes in year	V			11417 VW permonent + 18/19 inc nun 1803/19 PT
	If so approved in minutes				
	PAYE/NI/Pension comply				
	Rates of pay tested				
Petty Cash	Receipts/approved/ VAT??				
VAT	Claim in year	1			
	If not when last claimed			1	
Standing Orders	Reviewed in year of audit				
	If not when last reviewed			/	
Financial Regulations	Reviewed in year of audit				
	If not when last reviewed				
Bank	Year end bank reconciliation re-performed				P3 balances are required + be identified.
Other receipts tested	Charges reviewed in year of audit	29		/	
	Sample traced from receipt to bank and cash book				
Other payments tested	Reported to Council	~			
	VAT correctly recorded				
	Voucher/Invoice supports payment				Online parts inhodiced - Sortistadory electronicipals sy
Annual Return	Figures traced to underlying records	1			Balancing amendments made.
External audit	Issues from previous audit addressed				<u> </u>
Audit closure	Separate audit report issued?		1		

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Brooks. 8/5/18.