

Earnley Parish Council

Year End Financial Review 13 April 2016

This review does not replace either internal or external audits which will be reported on separately. It was carried out in accordance with the Internal Audit Report in order to reduce risk and with section 2.2 (page 5) of EPC's Financial Regulations.

Made the following checks:

1. The cashbook was updated to the end of the year as at 31 March 2016. All entries were reasonable with clear descriptions, analysis columns cross cast and all cleared items agreed with bank statements. Precept received (100%) agreed to budget of £14,350.
2. Spot checked a number of original vouchers (bills, invoices).
3. The bank reconciliation to 31 March 2016 was in order – opening agreed to closing balance from year end accounts, receipts and payment totals agreed to cashbook, as did unrepresented cheques (reconciling items). Included the cancellation of one small unrepresented cheque over 6 months old.
4. Checked VAT return – all in order & agreed to Cashbook. Receipt from HMRC agreed to claim.
5. Budget Statement (inc. underspends against budget) agreed to cashbook and Alto Card statement and properly cross cast. The actual expenditure against budget (as approved, including virements) was reasonable. Undesignated cash reserves now over 50% of 2016/17 budget.
6. Signed off Alto Card expenditure.

I am fully satisfied that the accounts continue to present a true and accurate picture of Earnley Parish Council's finances.

Robert Carey