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SYDERSTONE PARISH COUNCIL

Internal Auditor's Report for Year ended 31st March 2024

On Thursday 23rd May 2024 I visited the Council Clerk at her home and took away the Council's accounting records and Board meeting minutes for the year ended 31st March 2024 to carry out the annual internal audit. I completed this audit on 26th May 2024 during which I selected a random number of transactions from the Council's bank statements for the financial year. I found that all had been correctly authorised, recorded in the Council's Cash Book and reported to the Parish Council. The Council's bank statements were correctly reconciled to the Council's financial records at 31st March 2024. VAT was correctly identified and separated for reclaim purposes.

Payroll

The Council has one employee- the Parish Clerk, and her payments were made in accordance with her contract. Tax and National Insurance payments to HMRC were made in a correct and timely manner.

Annual Accounts

The year end Receipts and Payments Account and Balances were correctly prepared in line with accepted accounting procedures for presentation to the Council.

Overall, I found that the Council's accounts to be well maintained and I have no matters of concern that I wish to bring to the Council's attention. I was able therefore to sign the Annual Audit Commission return without reservation.

Roger Canwell
Accountant and Independent Examiner 26th May 2024