

INTERNAL AUDIT REPORT Interim September 2021

For Overton Parish Council

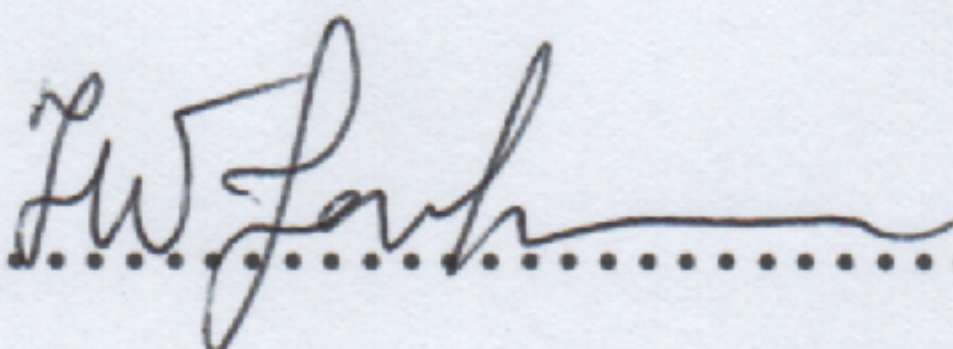
I have examined the accounts for the half year ending 31st September 2021 as presented and found them to be in order.

- 1 Incoming and outgoing payments were properly recorded and the totals balanced
- 2 Outgoing payments were approved at monthly meetings
- 3 Monthly meetings were minuted and approved
- 4 A record of assets is maintained

However a couple of points need attention :

1. The Risk Assessment documentation is current but requires signing
- 2 VAT will need reclaiming but this is currently being recorded and will be reclaimed at the end of the financial year.

I hope that these observations are of use to the Parish Council

Signed 

Terence W Jenkinson (Internal Auditor)

2nd November 2021