

South Moreton Parish Council

Financial Year 2021-22



IAC Audit and Consultancy Ltd

Year End Internal Audit Observations

Visit date: 23- May -2022

B This authority complied with its financial regulations, payments were supported by invoices, all expenditure was approved and VAT was appropriately accounted for.

No.	Audit Test	Observation	Recommendation	Priority	Comments
1	Are bank signatory arrangements (the bank mandate) in accordance with Financial Regulations?	The Clerk has confirmed that they are currently in the process of getting the bank mandate changed. The Clerk does not have a copy of the current mandates as it predates her and the online account does not offer the option of a copy of the mandate list.	The Council to review its Financial Regulations and Bank Mandate and ensure that the Mandate in operation complies with the requirements as set out in Financial Regulations. The Council to amend either the Bank Mandate or Financial Regulations to ensure that they agree.	Medium	

E Expected income was fully received, based on correct prices, properly recorded and promptly banked; and VAT was appropriately accounted for.

No.	Audit Test	Observation	Recommendation	Priority	Comments
1	Have fees and charges been subject to review during the financial year?	Fees and charges have not been subject to review during the financial year.	Schedule of Fees and Charges should be subject to annual review as part of the budget setting process.	Medium	

I Periodic bank account reconciliations were properly carried out during the year.

No.	Audit Test	Observation	Recommendation	Priority	Comments
1	Bank statements are available to for all bank accounts as at 31st March.	Bank statements confirming the balances as at the 31st March were not available for all of the Councils bank accounts. The statement on the Treasurers account is dated 15th March and it is understood that the Council has experienced difficulty in obtaining a current statement from NS&I.	Council to note.	High	

L If the authority has an annual turnover not exceeding £25,000, it publishes information on a website/ webpage up to date at the time of the internal audit in accordance with the Transparency code for smaller authorities.

No.	Audit Test	Observation	Recommendation	Priority	Comments
1	The Council has published the location of public land and building assets in accordance with the requirements of the Transparency Code for Smaller Authorities	The Council has not published the location of public land and building assets in accordance with the requirements of the Transparency Code for Smaller Authorities	The Council MUST publish the location of public land and building assets in accordance with the requirements of the Transparency Code for Smaller Authorities	Non Compliance	

M The authority, during the previous year (2020-21) correctly provided for the period for the exercise of public rights as required by the Accounts and Audit Regulations (evidenced by the notice published on the website and/or authority approved minutes confirming the dates set).

No.	Audit Test	Observation	Recommendation	Priority	Comments
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1	Council Minutes record the dates set for the Exercise of Public Rights	<i>Council Minutes do not record the dates set for the Exercise of Public Rights.</i>	In future the Council to ensure that the date set for the Period of Exercise of Public Rights is recorded in Council Minutes.	High	
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