

Kimpton Parish Council

Financial Year 2021-22



IAC Audit and Consultancy Ltd

Year End Internal Audit Observations

Visit date: 11- April -2022

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	Is there an investment policy in place? (obtain copy)	The Council does not have a formal Investment Policy in place. 23 March 2022 Full Council Meeting minute reference 22/033 b) formally reviewed and adopted Investment Policy. A copy of the Investment Policy will be provided to Internal Audit shortly.	The Council to note.	Low	KPC agreed Policy 23 rd MARCH 2022
G		Salaries to employees and allowances to members were paid in accordance with this authority's approvals, and PAYE and NI requirements were properly applied.			
No.	Audit Test	Observation	Recommendation	Priority	Comments
1	Accounting Statements Box 4 - Staff Costs value agrees to total payments of Salaries, Wages and Pensions?	Accounting Statements Box 4 value does not agree to total payments of Salaries, Wages and Pensions. Please refer to J Observation.	The Council to note the difference between the draft Accounting Statements Box 4 value and the value computed by the Internal Auditor. The Council to review the computation and, if appropriate, amend the Box 4 value.	High	14 health insurance cost within Box 4 Staff Issue referred to SAAA
I		Periodic bank account reconciliations were properly carried out during the year.			
No.	Audit Test	Observation	Recommendation	Priority	Comments
1	Bank reconciliations have been signed and dated as evidence of independent review (Interim)	In Year bank reconciliations have not been signed and dated as evidence of independent review.	In Year bank reconciliations which have been subject to review should be signed and dated as evidence of independent review.	Medium	Bank Reconciliations presented to full Council & signed with Minutes
2	Bank reconciliations have been signed and dated as evidence of independent review (Year End)	Year End Bank reconciliations have not been signed and dated as evidence of independent review. These are due to be reviewed and approved by the Council once Year End Accounts are signed off by the Council.	The Council to note.	Medium	To be signed at KPC Meeting 27 April

2021-22 Kimpston Parish Council Internal Audit

J Accounting statements prepared during the year were prepared on the correct accounting basis (receipts and payments or income and expenditure), agreed to the cash book, supported by an adequate audit trail from underlying records and where appropriate debtors and creditors were properly recorded.

No.	Audit Test	Observation	Recommendation	Priority	Comments
1	The Year End PWLB balance (and any other loans) agrees to Box 10 in draft Accounting Statements	The Year End PWLB balance (and other loans) does not agree to Box 10 in draft Accounting Statements. PWLB Loan Statement Balance is £11,853.03 and the draft 2021-22 Accounting Statement Box 10 value is £11,379.	Council to review the Box 10 value stated and agree it to the year end PWLB (other loans) statement.	High	Actioned
2	Audit Extended Trial Balance agrees to draft Accounting Statements	There is a compensating variance between Box 4 (understated) and Box 6 (overstated) on the 2021-22 Draft Accounting Statement and the Council accounting system balances.	Council to review the values stated in the draft accounting statements to ensure that they agree to the Councils accounting records	High	See above comment in G1