

PARISH COUNCIL ACCOUNTS 2017/2018

INTERIM INTERNAL AUDIT REPORT FOR THE PARISH COUNCIL ACCOUNTS

I confirm that I have completed an independent examination of the interim accounts of the Fownhope Parish Council for the seven-month period from 31 March 2017 to 31 October 2017.

I have examined the Excel spreadsheet file named FPC Accounts for the Year Ending 31.3.18 which was sent to me on 12 December 2017 by Ms Helen Tinson, Clerk to Fownhope Parish Council.

The spreadsheet contained the following sheets: -

- Balance Sheet
- Accounts
- Cash Book Reconciliation
- Payments
- Receipts
- Outstanding Cheques as at 31 October 2017
- Fixed Asset Register
- Investment Advisory Group Report
- Loan Repayments

My examination has been limited to checking the formulae within the sheets and between the sheets and checking the 2016/2017 financial year information against the information received for my examination of that year's accounts. I have not examined bank statements, cheque books, paying-in books, invoices sent and invoices received for Fownhope Parish Council.

The spreadsheet contains entries of transactions made between 31 October 2017 and 12 December 2017. Some figures identified in the Balance Sheet for 31/10/17 include some of these later transactions. For example, Balance Sheet Cell C23, Surplus/(Deficit) per Accounts, (value £17,530), is Receipts Cell U4 less Payments Cell H6. Receipts Cell U4 includes £338 receipts from November 2017. Payments Cell H6 includes payments made in November and December 2017 totalling £3,742 not all of which are cleared cheques or direct debits. Therefore, the sheet Balance Sheet does not accurately represent the state of the balance sheet at 31 October 2017.

The sheets for Asset Register and the Investment Advisory Group report are those from 31/3/17. In sheet Cash Book Reconciliation, the value of the investments for 30/10/17 has been noted – a small reduction in the value at 31/3/17. The value of the investments used in the Balance Sheet is the cost at July 2014 (the sale value of a Treasury Bond) which is the value used in the 2016 to 2017 accounts.

The Accounts sheet shows that there is a process for budgeting, monitoring receipts and payments against budget and forecasting receipts and payments for the end of the financial year.

In conclusion, it is my opinion that the spreadsheet shows that Fownhope Parish Council has implemented a satisfactory process for recording its finances and the accounting record is appropriate. It is very likely that a satisfactory degree of financial control is being maintained.

Robin Peers

10 Nover Wood Drive
Fownhope
Herefordshire
HR1 4PN
01432 860584
18 January 2018

