

**ANNUAL INTERNAL AUDIT REPORT FOR YEAR ENDING MARCH 2018
WESTON&BASFORD PC**

My appointment as Internal Auditor was ratified by the Parish Council during the year and I have been happy to provide the required service and to respond to any ad hoc queries as they arose

Detailed below is the scope of the audit work and the reviews undertaken during the year.

My remit was to give an assurance on the operation of financial systems and controls, and accuracy of the financial statements.

SUMMARY/SCOPE OF INTERNAL AUDIT PERFORMED

2 spot visits per annum (optional dependent on risk) to check/review periodic bank reconciliations and monitoring of expenditure against budget.

Review of Standing Orders / Financial Regulations.

Review of financial systems of control and safeguards against fraud (limited testing).

Review of insurance provision, Tax, VAT, Asset Register, and other financial documents/matters relating to Council business.

Full detailed review of year end accounts and supporting evidence.

Analytical Review.

Completion of standard audit documentation and returns.

Provision of ad hoc assistance and support as requested

Assistance in responding to External Audit questions.

Provision of annual Internal Audit report for 2017/18