



Item No. 24

Annual Council – 13 May 2021

Internal Auditors Report for Year Ended 31 March 2021

1. Internal Auditor

1.1 The Internal Auditor for Llangyfelach Community Council is Ronald Dolbear.

2. Internal Auditors Report

2.1 The Internal Auditors Report is attached as **Appendix A** to this report.

Huw Evans
Clerk to Llangyfelach Community Council

Internal Audit Report

To the Members of the Llangyfelach Community Council

I have conducted an internal audit of the financial statements of the Council for the year ended 31st March 2021. Set out below are the areas covered during the audit and any matters arising.

1. Books of account.

I have examined the financial statements generated from the Councils Accounting Software. A 50% sample of entries were vouched to the bank statements. In the light of the pandemic prime records were not transported to me but all relevant enquiries were answered by the Clerk. The new accounting software does much to improve financial control and management.

2. Financial Regulations and VAT.

The financial records support the accounts and have been properly authorized by council.

3. Risk Assessment.

Council minutes demonstrate that its activities are regularly reviewed, and appropriate consideration is given to risks and benefits of its decisions. The council has appropriate insurance to cover its risks and liabilities arising from its activities.

4. The annual precept process.

Undoubtedly the pandemic has hindered the Community Support activities of the Council and as a result the Councils cash reserves remain too high in relation to its precept. This area of responsibility will be revisited next year when hopefully the Councils Community Support activities will resolve this issue.

5. Income and VAT.

The accounting software properly records VAT and the appropriate refund has been claimed in respect of 2019/2020.

6. Petty Cash.

No petty cash arrangements exist.

7. Salaries

The Clerks salary and related HMRC payments were reconciled to the Clerks annual P60.

8. Asset register

The asset register was examined, and I am satisfied that it is current and up to date.

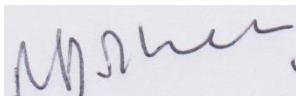
9. Financial reporting.

The council receives regular reports of income and expenditure, and a detailed budget monitoring system is in place.

10. Recommendation.

The council continues to develop spending plans annually in line with the precept to ensure reserves do not become disproportionate to need.

Ronald Dolbear CPFA

A handwritten signature in blue ink, appearing to read 'R. Dolbear', is written on a light-colored rectangular background.

30 April 2021