

**INTERNAL AUDITOR REPORT**  
**DONINGTON PARISH COUNCIL**  
**20<sup>th</sup> April 2022**

I have examined the records, financial and administrative, of Donington on Bain Parish Council for the purpose of end of year 2021 2022 audit and report as follows:

Accounting records

Accounting records were properly and accurately kept throughout the year.

Financial Regulations/Standing Orders

Financial Regulations were ratified in February 2022

Risks

All payments are supported by invoices and approved in the minutes, regular reports and updates on financial matters are noted.

Precept

The process for setting the precept has been adequately undertaken

Income

Income has been properly received and recorded.

Petty Cash

There is no petty cash, expenses incurred by the Clerk are reclaimed on receipts.

Salaries

A PAYE system is in operation for the Clerks salary.

Assets

An up to date Asset Register is provided

Reconciliations

Regular reports are submitted to Council and regular bank reconciliations undertaken at year end.

Accounting Statements

These are carried out properly as receipts and payments system.

NOTES

Cheques removed from the cheque book 1065 – 1071 presumably for use at the next meeting.

J. Cooper BSc