

Internal Auditor's Report

I confirm that I have carried out the following tasks:

- The inspection of invoices, computer records, bank statements, minutes, and other items such as insurance documents, quotes for work etc
- Reviewed the accounting and internal control systems.
- I will report to Saxilby with Ingleby Parish Council when required and at least annually on the results of such tests of the system that I have carried out throughout the year in the format required in the statutory Annual Governance and Accountability Return (AGAR)

I understand that I will have direct access to a meeting of the Full Council after appropriate notice (except in an emergency) to deliver any report in person should it be considered necessary.

I confirm that I have found all working practices to be correct and satisfactory and have nothing to report on this occasion.

Thursday 04 May 2023

- Internal audit of March 2023 accounts completed
- Meeting held between RFO and Internal Auditor actioning Finance Committee Action Ref F050423 regarding the section 45 of the annual audit checklist and point 2 of the annual internal audit report.

Signed: Sandra Waller

Date: 04 May 2023

Sandra Waller

Hours worked 2.0 hours

Saxilby with Ingleby Parish Council
 Coop Everyday Account
 Cash Received between 01/03/2023 and 31/03/2023

Date	Cash Received from	Receipt Description	Receipt Total
07/03/2023	Lincs Lottery	Lincs lottery income	£ 29.00
21/03/2023	NatWest 00837989	correction	£ 20,000.00
21/03/2023	NatWest 00837989	correction	£ 1,454.00
21/03/2023	NatWest 00837989	Transfer BrSt Bench	£ 1,454.00
21/03/2023	NatWest 00837989	Transfer AC Top up	£ 20,000.00
14/03/2023	Sales Recpts Page 469	Sales Recpts Page 469	£ 210.00
16/03/2023	Sales Recpts Page 470	Sales Recpts Page 470	£ 99.77
03/03/2023	Sales Recpts Page 471	Sales Recpts Page 471	£ 200.00
09/03/2023	Sales Recpts Page 472	Sales Recpts Page 472	£ 190.00
20/03/2023	Sales Recpts Page 473	Sales Recpts Page 473	£ 54.42
20/03/2023	Sales Recpts Page 474	Sales Recpts Page 474	£ 241.00
21/03/2023	Sales Recpts Page 475	Sales Recpts Page 475	£ 466.00
23/03/2023	Sales Recpts Page 476	Sales Recpts Page 476	£ 22.68
30/03/2023	Sales Recpts Page 477	Sales Recpts Page 477	£ 586.00
02/03/2023	Salvation Army	income Salvation Army	£ 68.83
29/03/2023	Salvation Army	income salvation army	£ 71.24
06/03/2023	waterfront	Waterfront tombola	£ 161.00
		Total Receipts	£ 45,307.94

*to
 Audit
 15/23*

Saxilby with Ingleby Parish Council

Coop Everyday Account

List of Payments made between 01/03/2023 and 31/03/2023

Date Paid	Payee Name	Amount Paid	Transaction Detail
01/03/2023	British Gas	£ 126.18	12/01/23-12/02/23
01/03/2023	Close Brothers Premium Finance	£ 493.07	Commercial combined insurance
01/03/2023	Ebay	£ 13.99	water meters/ pipe cutter
01/03/2023	Ebay	£ 85.75	water meters/ pipe cutter
01/03/2023	Hewlett Packard	£ 22.49	HP printing services
01/03/2023	One Stop Convenience Store	£ 3.40	Milk
02/03/2023	Smarty	£ 6.00	010323 to 310323 ZB
02/03/2023	One Stop Convenience Store	£ 4.00	milk/npl
02/03/2023	Vodafone	£ 44.33	20 Jan to 19 Feb 23
03/03/2023	Cooperative Bank	£ 8.60	Commission
03/03/2023	Cooperative Bank	£ 10.00	Service Charge
03/03/2023	Cooperative Bank	£ 2.00	Fee Delta card purchase
07/03/2023	B & Q	£ 57.60	Concrete
08/03/2023	Screwfix Direct	£ 18.55	plumbing materials
08/03/2023	Screwfix Direct	£ 20.57	Plumbing materials
08/03/2023	Tesco Mobile Ltd	£ 15.99	22/02/23-22/03/23
09/03/2023	Lincoln Security	£ 180.00	service of auto doors
09/03/2023	Paul Botham Glazing Service	£ 294.00	clear sealed units
09/03/2023	Nest	£ 39.85	Pension payment Dec
10/03/2023	Burials Consultant	£ 243.60	Headstone testing
10/03/2023	Burials Consultant	£ 226.20	burial work
13/03/2023	Amazon	£ 28.50	toilet rolls 24 x 3
13/03/2023	Amazon	£ 196.00	Speed gun
13/03/2023	pwlb	£ 3,440.14	public loan payment library
14/03/2023	Nest	£ 399.33	Pension January ER
14/03/2023	HMRC	£ 2,101.11	NI and PAYE for March ER
14/03/2023	HMRC	-£ 2,101.11	NI ER correction
15/03/2023	West Lindsey District Council	£ 2,661.00	01/04/22-31/03/23
15/03/2023	Protect Signs	£ 196.31	Speedwatch signs and bags x 2
16/03/2023	Howsafe Ltd	£ 125.16	10 x CSW hi viz jackets speedw
16/03/2023	One Stop Convenience Store	£ 4.00	NPL/Milk
17/03/2023	Corona Energy	£ 68.95	01/02/23-28/02/23
20/03/2023	Amazon	£ 1.75	elastic bands
20/03/2023	British Telecom	£ 27.54	01/03/23-31/03/23
20/03/2023	Amazon	£ 19.99	8 clear book ends
21/03/2023	NatWest 00837989	£ 20,000.00	Transfer Br St Bench
21/03/2023	NatWest 00837989	£ 1,454.00	Transfer Br St Bench
22/03/2023	BSS Pipeline & Heating Solutio	£ 8.95	Barrel nipple and elbow
22/03/2023	Travis Perkins Trading Company	£ 2.88	comp coupling int reducer
22/03/2023	LINCOLNSHIRE COOPERATIVE	£ 7.20	Biscuits
22/03/2023	H T Hughes & Co (Overalls) Ltd	£ 78.90	2 Overalls Black red
23/03/2023	Engie Power Ltd	£ 471.05	01/02/23-28/02/23
23/03/2023	One Stop Convenience Store	£ 1.50	Water
23/03/2023	HMRC	£ 2,066.47	PAYE January NI ER
24/03/2023	Engineering Hire Ltd	£ 774.00	Flail kit x 30

*No Audit
4/5/23*

24/03/2023 Stallard Kane Associates Ltd	£	275.00	H&S ELS March
24/03/2023 Plus Net	£	32.28	170323 to 160423
27/03/2023 Anglian Water	£	34.57	10/09/22-24/03/23
27/03/2023 One Stop Convenience Store	£	4.20	milk/basicuits - speedwatch
28/03/2023 Post Office	£	8.95	postage return uniform
28/03/2023 One Stop Convenience Store	£	3.95	270323/4712/One Stop Convenien
28/03/2023 Staff wages	£	7,523.31	
28/03/2023 Internal audit	£	76.10	Audit March
29/03/2023 Hewlett Packard	£	22.49	Ink
29/03/2023 British Gas	£	108.33	March
30/03/2023 Gazprom Energy Ltd	£	389.78	01/02/23-28/02/23
30/03/2023 Anglian Water	£	32.00	15/12/22-29/03/23
30/03/2023 Anglian Water	£	110.45	15/12/22-14/03/23
30/03/2023 Vodafone	£	44.31	20/02/23-19/03/23
30/03/2023 Marks & Spencer	£	100.00	Vouchers prizes
31/03/2023 Aldi	£	3.50	Milk
	£	42,719.01	

*No Audit
4/5/23*

Saxilby with Ingleby Parish Council

Bank - Cash and Investment Reconciliation as at 31 March 2023

Confirmed Bank & Investment Balances

Bank Statement Balances

31/03/2023	Coop Everyday Account 1416	15,714.02
31/03/2023	Unity Trust Bank	119,935.02
31/03/2023	NatWest 00837989	87,561.05
31/03/2023	Coop Reserve	90,847.56
30/11/2021	HSBC Current Account	0.00

314,057.65

Other Cash & Bank Balances

0.00

Closing Balance

314,057.65

All Cash & Bank Accounts

1	Coop Everyday Account
2	Unity Trust Bank
3	NatWest 00837989
4	Coop Reserve
8	HSBC Current Account
	Other Cash & Bank Balances
	Total Cash & Bank Balances

15,714.02 ✓
119,935.02 ✓
87,561.05 ✓
90,847.56 ✓
0.00 ✓
0.00 ✓
314,057.65

*Do
Audit
4/5/23*