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20th April 2020

To. Chairman, Crosby Ravensworth Parish Council
Cc: Clerk, Crosby Ravensworth Parish Council

For the attention of Crosby Ravensworth Parish Council

Internal Audit Q3 & Q4

I was presented with **Q3** (1st October to 31st December) and **Q4** (1st January to 31st March 2020) accounting records, prepared by the RFO.

Bank statements for The Cumberland Building Society and Penrith Building Society were present

Also present was a bank reconciliation spreadsheet, prepared by the RFO. – For each quarter.

Transactions are filed in numerical order, with the number reference stated on each invoice. These records have also been verified and signed by J. E. Raine.

I checked each transaction against the records prepared showing income/expenditure.

*Summary- Period to **31/03/2020***

<i>Cumberland</i>	<i>£3618.10</i>
<i>PBS 2201-00159-7</i>	<i>£3510.37</i>
<i>PBS 2201-00158-6</i>	<i>£7511.80</i>

Total Funds **£14640.27**

The Annual Governance and Accountability Return (AGAR) has a list of internal control objectives for this internal audit.

I have checked though the list from A to M and my conclusions have been selected by means of a tick in the appropriate box.

This concludes my report for this six-month period.

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