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24th April 2022

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

For the attention of Crosby Ravensworth Parish Council

Internal Audit Q3 & Q4 2021/22

I was presented with **Q3** (1st October – 31st December 2021) and **Q4** (1st January – 31st March 2022) accounting records, prepared by the RFO.
I have met the new clerk, Jayne Mitchell.
Bank statements for The Cumberland Building Society and Penrith Building Society passbooks were present.

Also present was a bank reconciliation spreadsheet, prepared by the RFO – For each quarter.
Transactions are filed in numerical order, with a number reference stated on each invoice.

I checked transactions against the records prepared showing income/expenditure.

*Noted there are four unrepresented cheques at the 31st March totalling £1154.05

*Summary- Period to **31/03/2022***

<i>Cumberland</i>	<i>£11294.16</i>
<i>PBS 2201-00159-7</i>	<i>£12652.97</i>
<i>PBS 2201-00158-6</i>	<i>£9584.27</i>
<i>Total Funds</i>	<i>£33531.40</i>

Cumberland Building Society last transaction dated 30th March 2022
Penrith Building Society statements last transactions are dated 4th April 2022.
These are their final entries up to 31st March 2022

Annual Governance & Accountability Return 2021/2022

The following items were not covered:

F. The Council does not operate 'petty cash'. No coverage is therefore required.

K. The council did certify itself as exempt from Limited Assurance Review. No coverage is therefore required.

This concludes my report for this six-month period.

Rachael Little MAAT AATQB