

Sibson-cum-Stibbington
Accounts Year Ending 31st March 2016
Internal Audit Report

1. I have examined the prepared accounts of the Parish Council for the above year and the supporting transactions. I have conducted an internal audit review in accordance with the directions given by the Audit Commission.
2. A Risk Assessment was prepared by the Parish Council and agreed on the 20th May 2015. The Parish Council should look to perform and sign off a Risk Assessment every 12 months.
3. The precept for 2015/16 was fixed by the Parish Council on the 4th November 2015 for the sum of £11,000.

4. Bank Balances

Balances held by the Parish Council at 31st March 2016 where £35201.49 an increase of £2034.9 on the balance held at the 31st March 2015 (£33166.59). The table below outlines the balances held;

<u>Account</u>	<u>31/03/2015</u>	<u>31/03/2016</u>
	<u>£</u>	<u>£</u>
Current Account	14,989.79	17,015.44
Tracker Account	18,176.80	18,186.05
	<u>33,166.59</u>	<u>35,201.49</u>

5. Income & Expenditure 2015/16

The table below shows total income & expenditure for 2015/16 compared with 2014/15

	<u>2014/15</u>	<u>2015/16</u>	<u>Variation</u>
	<u>£</u>	<u>£</u>	<u>£</u>
Precept	11,000.00	11,000.00	0.00
Other Income	1,967.06	104.00	(1,863.06)
Total Spend	<u>7,725.60</u>	<u>9,069.10</u>	<u>(1,343.50)</u>
Movement	<u>5,241.46</u>	<u>2,034.90</u>	<u>(3,206.56)</u>

- 5.1. The movement in 2015/16 of £2034.9 is represented by the increase in the balance of the bank accounts as shown in item 4 above.
- 5.2. The variation in income & expenditure between 2014/15 and 2015/16 of £-3206.56 is shown below in the analytical review (decreases are shown in brackets).

	<u>£</u>	<u>£</u>
Receipts		
Annual Precept		£0
Other income		
Insurance claim	(£1,295.00)	
VAT	(£568)	
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		(£1,863)
Increase in Receipts		<hr/>
		(£1,863)
 Payments		
Staff Costs - increase in costs which include telephone stamps & stationery		£27
Other payments		
Room Hire	(£910)	
Subscriptions	(£85)	
Election costs	(£105)	
General maintenance	£1,653	
Dog Bins	£384	
Traffic Calming	£0	
Street Lighting	£785	
Website	(£26)	
VAT	(£44)	
Repairs	(£341)	
Minor Variations	£5	
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		£1,316
Increase in Payments		<hr/>
		£1,343
		<hr/>
		(£3,206)
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6. Subject to the above matters, I have seen all the records that I have requested and I am satisfied,

Paul Taylor
Internal Auditor

4th May 2016