

**WOLVERTON & GREENLEYS TOWN COUNCIL
INTERIM AUDIT REPORT
FOR THE PERIOD ENDED 31ST DECEMBER 2023**

Conducted 1st February 2024

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Introduction

The interim internal audit was carried out on 1st February 2024. The interim audit was conducted at the offices of the Town Council.

Summary of Work Completed

The work completed is identified in the following table below:

AREA OF WORK	WORK COMPLETED
Bank and Cash Reconciliations	<ul style="list-style-type: none">a) Bank reconciliations were reviewed and agreed each month to ensure that controls were working effectively throughout the period.b) The reconciliation for the period to 31/12/2023 was verified to the accounting data as entered onto Scribe accounting software.c) Cash reconciliations were reviewed to the period up to 31/12/2023.
Review of Trial Balance	<ul style="list-style-type: none">a) The trial balance was reviewed for reasonablenessb) The balances as per the trial balances were verified to the nominal ledger activity report.

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Results

The work completed is identified in the following table below:

AREA OF WORK	OBSERVATIONS/POINTS
Bank and cash Reconciliations	Bank reconciliations were reviewed and confirmed to be done on a monthly basis with due care and attention. Bank balances were confirmed to statements as at 31 st December 2023.
Other Observations	No other issues were identified to report.

Conclusion

In our opinion the Council is keeping their books and records in order and is following internal control procedures that have been established.



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Director

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