JOHN • ANDREW
CHARTERED ACCOUNTANTS

To: Kirkby Stephen Town Council
Cc: Clerk, Kirkby Stephen Town Council

13/11/2024

Our Ref: K505

**For the attention of Kirkby Stephen Town Council**

**Internal Audit Q1 & Q2**

We were presented with **Q1** (1st April to 30th June 2024) and **Q2** (1st July to 30th September 2024) accounting records, prepared by the RFO.

Bank statements were present from the Cumberland Building Society. Transactional spreadsheets showing all payments and receipts were also present.

We checked transactions against the bank statements and records prepared showing income/expenditure. Every payment or receipt is accounted for with a paper copy, filed in voucher number order. All invoices were present for the period.

We reconciled the wages payments and agreed these to their contracted salaries.

Using KSTC RFO summary we can confirm that the balances for 30th September 2024 are correct.

**£180,941.05**
(Cumberland Building Society)

This concludes our report for the six-month period.

**Paul Davison FCA, Partner**

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PARTNERS
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