

NORTH WALSHAM TOWN COUNCIL

INTERNAL SCRUTINEER REPORT

Quarter 1. Apr- June

PURCHASES - INVOICES

Name
 Invoice No
 Amount
 Delivery note (where appropriate)
 Invoice initialled by Signatory
 Cheque Number
 Cheque stub initialled by Signatory
 Date through Bank

CT BAKER	ESPO	NNDIC.
MARCH STMT	6050727	NORT0010X. 0293602
£308.66	£133.74	£357.50.
✓	✓	NJA.
✓	✓	✓
004681	004722	DID
✓	✓	NJA
✓	✓	£7611.50 ✓

RECEIPTS - CEMETERY FEES

Document No. (interment/monument)
 Grave space number
 Fees charge as per scale
 Receipt number
 Receipt agrees to fees charged
 Agree fees to bank statement

5722	5724	5730
TOT 13	C38	COR A033
£136.00	£62.00	£352.00
35	22	BACS 17-6-21
✓	✓	✓
✓ £1026.75	✓ £1021.75	✓

RECEIPTS - MARKETS

Month
 Agree as per scale
 Agree payment amount
 Agree date paid in to bank

APRIL	MAY	JUNE
✓	✓	✓
✓	✓	✓
28.4.21 £339.00	14.5.21 £264.00	25.6.21-£558

BANK RECONCILIATION

Month
 Checked

APR	MAY	JUNE
✓	✓	✓

Check adhering to Information Audit & Retention Disposal Policy(Council minutes 23.9.19,6dii)

YES/NO

SIGNED.....

Date 19-7-21