

# NORTH WALSHAM TOWN COUNCIL

## INTERNAL SCRUTINEER REPORT

2 July - 5017  
Quarter ~~3~~. 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

July	Aug	Sept
TRAX ONE MEDIA	SA PLAST KIOSK	NCC HIGHWAY
LE/1029084	01219	274
96.00	2625.60	40.55
N/A	N/A	N/A
YES RS	YES GB	N/A
5009	5038	CARD
YES RS	YES GB	N/A
NOT BANKED	NOT BANKED	29.7.22

### 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

5789	5801	5802
G7J	L017	G155
YES	YES	YES
N/A	N/A	N/A
YES	YES	YES

### RECEIPTS - MARKETS

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

CASH UTILITIES WAREHOUSE	DRIE DROD	DOUBLE Q
JULY	AUG	SEPT
YES	YES	YES
10.00	8.00	135.00
YES	YES	YES

### BANK RECONCILIATION

Month  
Checked

JULY	AUG	SEPT
RS	RS	RS

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

YES/NO

SIGNED.....*Sims*.....

Date 21.10.22