I have conducted a review of the annual financial and other relevant records maintained for the Parish Council for the year of 2021/2022and have made the following observations:

Rippingale Parish council run their accounts through the scribe software.

         Expenditure has been recorded accurately and is supported by valid documentation all which has been approved. Details of expenditure must now be detailed on the website

         VAT has been separately documented to be reclaimed

         Income has been recorded properly and accounted for promptly

         Salaries have been paid in accordance with the Council’s approval, PAYE and NIC have been deducted where appropriate and paid over to HMRC

         The Assets were recorded on the AGAR as reduced from 2020 2021 but the Asset Register did not justify this.

I appreciate the Parish Council has a new clerk but there are no financial documents for 2020 2021 which should be rectified at the earliest possible opportunity. The Parish Council should be aware that expenditure should be itemised on the website for accountability, i.e. not “authorised as per schedule” (salaries/PAYE/NIC can be shown as one figure with no name necessary)

I am no ofay with Scribe and cannot see therefore if the £18.50 for the poppy wreath has been coded under Section 137 payments

AGAR page 3 completed and signed.



Diane Fairweather