

Aubourn and Haddington Parish Council

Internal Financial Control Checklist

On a regular basis, at least once in each quarter, a member of the Parish Council, shall verify bank reconciliations for all accounts. This shall be reported, including any exceptions, to the Council for noting.

Date of Check:	Quarter 2 2024/245	
Audit performed by:	John Mosedale (Chairman Aubourn with Haddington PC)	23.10.2024

Spreadsheet check			
There is a separate column for VAT	Yes		
VAT has been identified if applicable	Yes		

Items for checking (random selection)	Entered correctly on ledger	Vat identified Yes / No / NA	Comments
Payment number			
37	Yes	N/A	Reconciles with invoice.
39	Yes	Yes	Reconciles with invoice.
40	Yes	N/A	Reconciles with invoice.