

## 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 2025/26	
Checked by:	John Mosedale	
	Name	Signed

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			
25	Yes	NA	Trent Property Services is not registered for Vat.
32	Yes	NA	This payment to the ICO is not Vat rateable.
35	Yes	NA	Trent Property Services is not registered for Vat.