

<b>Bank Reconciliation</b>	<p>Regularly completed and cash books reconcile with bank statements</p> <p><i>All were in order. Bank Reconciliations are carried out regularly. The bank statements reconciled with the end of year accounts and bank reconciliations for all accounts.</i></p> <p><i>Reconciled Bank Balances were confirmed as:</i></p> <table border="0"> <tr> <td><i>Barclays Business</i></td> <td><i>£ 839.57 as at 31<sup>st</sup> March 2021</i></td> </tr> <tr> <td><i>Barclays Community</i></td> <td><i>£5,719.10 as at 29<sup>th</sup> March 2021</i></td> </tr> </table> <p><b>Recommendation (2):</b> <i>Use the bank balance as at the 31<sup>st</sup> March for the reconciliation.</i></p>	<i>Barclays Business</i>	<i>£ 839.57 as at 31<sup>st</sup> March 2021</i>	<i>Barclays Community</i>	<i>£5,719.10 as at 29<sup>th</sup> March 2021</i>
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<b>Reserves</b>	<p>General Reserves are reasonable for the activities of the Council Earmarked Reserves are identified</p> <p><i>The Council have general reserves (£3,000) and have identified earmarked reserves (£3,559) in their year-end accounts.</i></p>				
<b>Year-end procedures</b>	<p>Appropriate accounting procedures are used and can be followed through from working papers to final documents Verifying sample payments and income Checking creditors and debtors where appropriate.</p> <p><i>End of year accounts are prepared on a Receipts &amp; Payments basis.</i></p>				
<b>Sole Trustee</b>	<p>The Council has met its responsibilities as a trustee</p> <p><i>The Council is not a sole trustee.</i></p>				
<b>Internal Audit Procedures</b>	<p><i>The 2019 / 2020 Internal Audit report was considered by the Council at a meeting held on 26<sup>th</sup> June 2020 (Ref: 3b)</i></p> <p><b>Recommendation (3):</b> <i>When applicable, the council's response to the Internal Audit recommendations should be contained in the minutes of the meeting.</i></p> <p><i>A review of the effectiveness of the Internal Audit was carried out on 10<sup>th</sup> January 2021 (Ref: 7i)</i></p> <p><i>Heelis &amp; Lodge were appointed as Internal Auditor at a meeting held on 10<sup>th</sup> January 2021 (Ref: 7i)</i></p>				
<b>External Audit</b>	<p><i>The Council declared themselves Exempt from External audit for the 2019 / 2020 financial year at the meeting on 26<sup>th</sup> June 2020 (Ref: 3d).</i></p>				