

Haydon Wick Parish Council**Year Ended: 31st March 2017 Internal Audit Year End Close Down**

Audit Area	Comment
Check all Opening Balances agree with prior year closing figures	All opening balances agree
All Creditors and Accruals properly accounted for	All creditors and accruals included in the Year End Accounts.
Any Long Term Loans made or Long Term Investments removed from accounts and included in Fixed Asset Register	Not applicable all investments are for less than 1 year.
All Debtors and Prepayments properly accounted for	All debtors and prepayments included in the Year End Accounts.
Vat due agreed to accounts	Vat control agrees to VAT return at 31 March 2017, return submitted on time.
Earmarked Reserves movements	All Reserves are held in the General Fund.
Useable Capital Receipts Reserves properly maintained	Not Applicable
Trial Balance	Trial Balance agreed and checked to Final Accounts
Income and Expenditure Account	Agreed to Annual Return
Balance Sheet	Agreed to Annual Return
Annual Return	Agrees with Accounts.
Fixed Asset Values	All additions at cost.