

AUDIT/ACCOUNTS CLOSEDOWN TIMETABLE - 2021

DATE	ACTION
Friday 9 ^h April 2021	Closedown of accounts
Thursday 29 th April 2021	Internal Auditor Final Audit
Monday 17 th May 2021	Draft accounts to Full Council for consideration
Monday 21 st June 2021	Full Council to agree accounts and sign annual return
Tuesday 22 nd June 2021	Public Inspection of Accounts Notice published
Tuesday 22 nd June 2021	Public Inspection of Account beings (this includes the 'common period of inspection' of the first 10 working days in July when all Local Councils' are statutorily obliged to have the accounts available for public inspection)
Tuesday 22 nd June 2021	Accounts, Annual Return and working papers sent to External Auditors
Wednesday 23 rd June 2021	Approved and signed Annual Return, Internal Audit report and bank reconciliation to be published on Fair Oak Parish Council website
Friday 2 nd July 2021	PKF Littlejohn filing date
Friday 30 th July 2021	Public Inspection of Accounts ends
Expected September 2021	External Auditors completion date Notice of conclusion of the audit published