

AUDIT/ACCOUNTS CLOSEDOWN TIMETABLE – 2024

DATE	ACTION
Tuesday 2nd April 2024	Closedown of accounts
Tuesday 30 April 2024	Internal Auditor Final Audit
Monday 13 May 2024	Full Council to agree accounts and sign the Annual Return
Monday 20 May 2024	Accounts, Annual Return and working papers sent to External Auditors
Tuesday 22 May 2024	Approved and signed Annual Return, Internal Audit report and bank reconciliation to be published on Fair Oak Parish Council website
Tuesday 28 May 2024	Public Inspection of Accounts Notice published
Monday 3 June 2024	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)
Sunday 30th June 2024	BDO Submission date
Friday 12 July 2024	Public Inspection of Accounts ends
Monday 7 th October 2024	External Auditors completion date Notice of conclusion of the audit published