

AUDIT/ACCOUNTS CLOSEDOWN TIMETABLE – 2024

| DATE | ACTION |
|-------------------------------------|--|
| Tuesday 2nd April 2024 | Closedown of accounts |
| Tuesday 30 April 2024 | Internal Auditor Final Audit |
| Monday 20 May 2024 | Full Council to agree accounts and sign the Annual Return |
| Tuesday 21 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 |