

## APPENDIX E

### **WINCHAM PARISH COUNCIL 2020/21**

#### FINANCIAL CALENDAR

1 APRIL 2020 – beginning of financial year

MAY 2020 – Note the final bank reconciliation statement

- Expected date of Internal audit

JUNE 2020 – Complete and approve Annual Return

- review the Internal Auditor's report and agree a suitable action plan

JULY 2020- External Audit

- advertise for members of the public to view the Annual Return

SEPTEMBER 2020 – Review the External Auditor's report and agree a suitable action plan and review

- Publish the results of the audit
- clerk to perform quarterly bank reconciliation.

NOVEMBER 2020 - clerk to perform quarterly bank reconciliation

JANUARY 2021 – prepare a budget and agree precept for next financial year

FEBRUARY 2021 - clerk to perform quarterly bank reconciliation

FEBRUARY 2021 – review all risk, financial risk and governance policies and compliance thereof

31 MARCH 2021 – end of financial year