

Bridleway Bookkeeping Services

Elker Lodge
Moor Lane
Thornton le Clay
York
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Claxton & Sand Hutton Audit 18/19

Conducted audit to YE 18/19 Accounts, which were balanced, clear and understood.

Suggestions

On the expenditure add a HMRE column, to separate the payroll.

Avoid Miscellaneous columns, public expenditure should be clear and transparent.

Add additional subtotals to the income and expenditure, of which correlate the split to the annual return, for additional transparency.

To Investigate

Chq 100337 - dated 14/1/19 – No Payee & No Receipt.

Minutes indicated Heritage Group – receipt required ASAP

Budget

Advise continues to show prudence with charitable donations to stay within budget, especially as income only just exceeds expenditure.

Care must be taken to ensure that all expenditure is discussed and agreed with a parish council meeting. This needs to be clearly documented prior to processing.