

Report for the Year 2023-2024

The hall has been painted and new blinds erected to replace the curtains which were beginning to look bit worn. We will now look at replacing the stage and side door curtains to brighten the hall up, but all in good time and available finances.

Simon Davies of Spectra group very generously paid to have the windows and front door replaced, which was a big help to our finances.

On May 8th we held a very enjoyable Coronation Tea, which was very well attended.

We have now had new fire doors installed, to which the Parish Council and Eugene O'Reilly contributed towards the cost. Thank you all.

Special Metals have also contributed towards a host of kitchen equipment, which Michaela will find very useful when cooking her lunches.

I have probably missed out other people who have contributed but be assured as the saying goes "every little helps", so thank you everyone.

Finally thank you all for giving up your time to be on this committee, especially Malcolm and Sheila who do so much.

Audit Checklist for Year Ending 31st December 2023

Name	Kingstone Village Hall	Name of Treasurer	Mrs Sheila Walker
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Book Keeping

Accounts maintained and up to date?	Yes	✓	No
Arithmetic correct?	Yes	✓	No
Payments in Accounts supported by invoices	Yes	✓	No
Sample 1	CLEANMY S3 IV 605710 BACS 239.14/01/2023		
Sample 2	WME S32 IV 11326263 D.D. 13/04/2023.		
Sample 3	MW S57 Q 022277 24/07/2023.		

Due Process

Evidence of Internal Control?	Yes	✓	No
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Risk Management

Insurance cover appropriate and adequate?	Yes	✓	No
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Bank Reconciliations

Is there a Bank Reconciliation for each account?	Yes	✓	No
Any unexplained balancing entries in any reconciliation?	Yes		No ✓

Year End Procedures

Year end accounts prepared on correct accounting basis?	Yes	✓	Receipts & Payments
Bank statements and ledger reconciled?	Yes	✓	No
Underlying financial trail from records to presented accounts?	Yes	✓	No

Audit carried out by J T Davies

Mrs J T Davies

Audit type	Annual
Signature <u>Joyce T. DAVIES</u>	
Date <u>15/03/2024</u> -----2024	