

Eastry Parish Council

Notice of conclusion of audit

Annual Return for the year ended 31 March 2017

Sections 20(2) and 25 of the Local Audit and Accountability Act 2014

Accounts and Audit Regulations 2015 (SI 2015/234)

<p>Notes</p> <p>(a) Insert the name, position and address of the person to whom local government electors should apply to inspect the Annual Return</p> <p>(b) Insert the hours during which inspection rights may be exercised</p> <p>(c) Insert a reasonable sum for copying costs</p> <p>(d) Insert the name and position of person placing the notice</p> <p>(e) Insert the date of placing of the notice</p>	<p>1. The audit of accounts for Eastry Parish Council for the year ended 31 March 2017 has been completed and the accounts have been published.</p> <p>2. The Annual Return is available for inspection by any local government elector of the area of Eastry Parish Council on application to:</p> <p>(a) <u>SARAH WELLS - CLERK TO PC</u> <u>3 GEORGE TERRACE</u> <u>GOVE RD EASTRY</u> <u>SADDLEBOTH CT13 0LS</u></p> <p>(b) <u>MON - TUE THUR FRI</u> <u>9 - 5PM</u></p> <p>3. Copies will be provided to any person on payment of <u>£1.00</u> (c) for each copy of the Annual Return.</p> <p>Announcement made by: (d) <u>SARAH WELLS</u></p> <p>Date of announcement: (e) <u>26-9-17</u></p>
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Section 1 – Annual governance statement 2016/17

We acknowledge as the members of:

Enter name of

smaller authority here:

ERSTAY PARISH COUNCIL

our responsibility for ensuring that there is a sound system of internal control, including the preparation of the accounting statements. We confirm, to the best of our knowledge and belief, with respect to the accounting statements for the year ended 31 March 2017, that:

	Agreed		Yes	No	N/A	means that this smaller authority:
	Yes	No				
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.	YES					prepared its accounting statements in accordance with the Accounts and Audit Regulations.
2. We maintained an adequate system of internal control, including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	YES					made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.
3. We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and proper practices that could have a significant financial effect on the ability of this smaller authority to conduct its business or on its finances.	YES					has only done what it has the legal power to do and has complied with proper practices in doing so.
4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.		NO				during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.
5. We carried out an assessment of the risks facing this smaller authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	YES					considered the financial and other risks it faces and has dealt with them properly.
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.	YES					arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of this smaller authority.
7. We took appropriate action on all matters raised in reports from internal and external audit.	YES					responded to matters brought to its attention by internal and external audit.
8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this smaller authority and, where appropriate, have included them in the accounting statements.	YES					disclosed everything it should have about its business activity during the year including events taking place after the year-end if relevant.
9. (For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.	Yes	No	NA			has met all of its responsibilities where it is a sole managing trustee of a local trust or trusts.

This annual governance statement is approved by this smaller authority on:

5/06/2017

and recorded as minute reference:

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Clerk:

Signed by Chair at meeting where approval is given:

*Note: Please provide explanations to the external auditor on a separate sheet for each 'No' response. Describe how this smaller authority will address the weaknesses identified.

Section 2 – Accounting statements 2016/17 for

Enter name of smaller authority here: **ESTRA-1 PARISH COUNCIL**

Notes and guidance	Year ending		11. (For Local Councils Only) Disclosure note re Trust funds (including charitable)
	31 March 2016	31 March 2017	
1. Balances brought forward	122,559	131,481	The Council acts as sole trustee for and is responsible for managing Trust funds or assets. N.B. The figures in the accounting statements above do not include any Trust transactions.
2. (+) Precept or Rates and Levies	46,906	47,947	
3. (+) Total other receipts	6,848	5,658	
4. (-) Staff costs	16,732	17,109	
5. (-) Loan interest/capital repayments	NIL	NIL	
6. (-) All other payments	28,100	30,002	
7. (=) Balances carried forward	131,481	137,975	
8. Total value of cash and short term investments	131,481	137,975	
9. Total fixed assets plus long term investments and assets	224,355	223,612	
10. Total borrowings	NIL	NIL	

I confirm that these accounting statements were approved by this smaller authority on:

05/06/2017

and recorded as minute reference:

Page 113 (7) FINANCE (!!!)

Signed by Chair at meeting where approval is given:

[Signature]

I certify that for the year ended 31 March 2017 the accounting statements in this annual return present fairly the financial position of this smaller authority and its income and expenditure, or properly present receipts and payments, as the case may be.

Signed by Responsible Financial Officer:

[Signature]

Date: 05/06/2017

Section 3 – External auditor report and certificate

In respect of:

Enter name of smaller authority here:

EASTAY PARISH COUNCIL

1. Respective responsibilities of the body and the auditor

This smaller authority is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The smaller authority prepares an annual return in accordance with proper practices which:

- summarises the accounting records for the year ended 31 March 2017; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

Our responsibility is to review the annual return in accordance with guidance issued by the National Audit Office (NAO) on behalf of the Comptroller and Auditor General (see note below). Our work does not constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and does not provide the same level of assurance that such an audit would do.

2. 2016/17 External auditor report (UK0091)

(~~Except for the matters reported below~~*) on the basis of our review of the annual return, in our opinion the information in the annual return is in accordance with proper practices and no other matters have come to our attention giving cause for concern that relevant legislative and regulatory requirements have not been met. (*delete as appropriate).

(continue on a separate sheet if required)

Other matters not affecting our opinion which we draw to the attention of the smaller authority:

(continue on a separate sheet if required)

3. 2016/17 External auditor certificate

We certify/~~do not certify~~* that we have completed our review of the annual return, and discharged our responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2017.

* We do not certify completion because:

External auditor signature: *[Handwritten Signature]*

External auditor name: PKF Littlejohn LLP

Date: 31-8-17