Hatherleigh Town Council

3

Notice of conclusion of audit

Annual Governance & Accountability Return for the year ended 31 March 2023

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

Accounts and Audit Regulations 2015 (SI 2015/234)

		Notes
1.	The audit of accounts for Hatherleigh Town Council for the year ended 31 March 2023 has been completed and the accounts have been published.	This notice and Sections 1, 2 & 3 of the AGAR must be published by 30 September. This must include publication on the smaller authority's website. The smaller authority must decide how long to publish the Notice for; the AGAR and external auditor report must be publicly available for 5 years.
2.	The Annual Governance & Accountability Return is available for inspection by any local government elector of the area of Hatherleigh Town Council on application to:	
(a) MRS.R.LOCK CLERK CLEAVE FARH DOUTON WINKLEIGH EXK 89T	(a) Insert the name, position and address of the person to whom local government electors should apply to inspect the AGAR
(b) loan- Hpm	(b) Insert the hours during which inspection rights may be exercised
3.	Copies will be provided to any person on payment of \pounds $00(c)$ for each copy of the Annual Governance & Accountability Return.	(c) Insert a reasonable sum for copying costs
Ar	mouncement made by: (d) Mrs. R. LOCK	(d) Insert the name and position of person placing the notice
Da	ate of announcement: (e) 18 <u>September 2023</u>	(e) Insert the date of placing of the notice





Viet.

Section 1 – Annual Governance Statement 2022/23

We acknowledge as the members of:

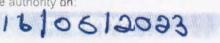
HATHERLEIGH TOWN COUNCIL

our responsibility for ensuring that there is a sound system of internal control, including arrangements for 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 2023, that:

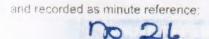
		A.				
		Sales and		Yes m	eans that this authority	
	place arrangements for effective financial using the year, and for the preparation of statements.	V			ed its accounting statements in accordance e Accounts and Audit Regulations.	
including measu	an adequate system of internal control ures designed to prevent and detect fraud and reviewed its effectiveness.	/		made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.		
that there are non-compliance Practices that c on the ability of	sonable steps to assure ourselves o matters of actual or potential with laws, regulations and Proper ould have a significant financial effect this authority to conduct its hage its finances.	V		has only done what it has the legal power to do and has complied with Proper Practices in doing so.		
the exercise of	oper opportunity during the year for electors' rights in accordance with the the Accounts and Audit Regulations.	V		during the year gave all persons interested the opportunity inspect and ask questions about this authority's accounts.		
authority and to risks, including	an assessment of the risks facing this ok appropriate steps to manage those the introduction of internal controls and/or ice cover where required.	5		considered and documented the financial and other risks it faces and dealt with them property.		
6. We maintained effective system records and cor	throughout the year an adequate and of internal audit of the accounting trol systems.	\checkmark		arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls ineel the needs of this smaller authority.		
	riate action on all matters raised nternal and external audit.	V		responded to matters brought to its attention by internal and external audit.		
commitments, e during or after th	whether any litigation, liabilities or vents or transactions, occurring either te year-end, have a financial impact on d, where appropriate, have included them g statements.	V		disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant		
charitable. In ou trustee we disch responsibilities t	ils only) Trust funds including r capacity as the sole managing larged our accountability or the fund(s)/assets, including ing and, if required, independent audit.	Yes	No	N/A	has met all of its responsibilities where as a body corporate it is a sole managing trustee of a local trust or trusts.	

"For any statement to which the response is 'no', an explanation must be published

This Annual Governance Statement was approved at a meeting of the authority on:



Signed by the Chairman and Clerk of the meeting where approval was given:



Chairman	& an. p. T Dadlanez	or
	Rithod	
Clerk	topod	

Information required by the Transparency Code (not part of the Annual Governance Stateme	ent)	
The authority website/webpage is up to date and the information required by the Transparency Code has been published.	Yes	No

Hather Heigh Town Council

Annual Governance and Accountability Return 2022/23 Form 2 Local Councils, Internal Drainage Boards and other Smaller Authorities

HATHERLEIGH TOWNCOUNCIL

	Year ending		Notes and guidance		
	31 March 2022 E	31 March 2023 £	Please round all figures to nearest £1. Do not leave any boxes blank and report £0 or Nil balances. All figures must agree to underlying financial records.		
1. Balances brought forward	56218	64,157	Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.		
2. (+) Precept or Rates and Levies	25,000	25,000	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.		
3. (+) Total other receipts	16,400	8.219	Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.		
4. (-) Staff costs	16368	14.300	Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.		
 (-) Loan interest/capital repayments 	0	0	Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any)		
6. (-) All other payments	17,093	60971	Total expenditure or payments as recorded in the cash- book less staff costs (line 4) and loan interest/capital repayments (line 5).		
7. (=) Balances carried forward	64,157	22105	Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).		
8. Total value of cash and short term investments	64,157	22105	The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – To agree with bank reconciliation.		
9. Total fixed assets plus long term investments and assets	208,839	219,387	The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.		
10. Total borrowings	0	0	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).		

For Local Councils Only	Yes	No	N/A	
11a. Disclosure note re Trust funds (including charitable)				The Council. as a body corporate, acts as sole trustee and is responsible for managing Trust funds or assets.
11b. Disclosure note re Trust funds (including charitable)			1	The figures in the accounting statements above do not include any Trust transactions.

I certify that for the year ended 31 March 2023 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority.

Signed by Responsible Financial Officer before being presented to the authority for approval

16th MAY 2023

Date

I confirm that these Accounting Statements were approved by this authority on this date:

16th MAY 2023

as recorded in minute reference:

1025

Signed by Chairman of the meeting where the Accounting Statements were approved

pla 20 M. 12.3

Section 3 – External Auditor's Report and Certificate 2022/23

In respect of

HATHERLEIGH TOWN COUNCIL - DV0176

1 Respective responsibilities of the auditor and the authority

Our responsibility as auditors to complete a **limited assurance review** is set out by the National Audit Office (NAO). A limited assurance review is **not a full statutory audit**, it does not constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and hence it **does not** provide the same level of assurance that such an audit would. The UK Government has determined that a lower level of assurance than that provided by a full statutory audit is appropriate for those local public bodies with the lowest levels of spending.

Under a limited assurance review, the auditor is responsible for reviewing Sections 1 and 2 of the Annual Governance and Accountability Return in accordance with NAO Auditor Guidance Note 02 (AGN 02) as issued by the NAO on behalf of the Comptroller and Auditor General. AGN 02 is available from the NAO website – https://www.nao.org.uk/code-audit-practice/guidance-and-information-for-auditors/

This authority is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The authority prepares an Annual Governance and Accountability Return in accordance with *Proper Practices* which:

summarises the accounting records for the year ended 31 March 2023; and

· confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

2 External auditor's limited assurance opinion 2022/23

Except for the matters reported below, on the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

The AGAR has not been approved in accordance with the Accounts and Audit Regulations 2015: • The minute references indicate Section 2 was approved before Section 1

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

None

3 External auditor certificate 2022/23

We certify that we have completed our review of Sections 1 and 2 of the Annual Governance and Accountability Return, and discharged our responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2023.

External Auditor Name	PKF LITTLEJOHN LLP		
External Auditor Signature	PAF littijoh LLS	Date	21/08/2023
Appual Governance and Account	tability Return 2022/23 Form 3		Dogo 6 of 6

Local Councils, Internal Drainage Boards and other Smaller Authorities*

Page 6 of 6