



Saxilby with Ingleby Parish Council

Non-confidential

Review of draft Annual Governance and Accountability Return (AGAR) paperwork

Report to: Finance and Risk Committee 24-05

Report by: Clerk

Power/duty which decision falls under: Accounts and Audit Regulations 2015

Which council objective(s) it falls under:

The process underpins the functioning of the council and therefore all objectives. It fosters public participation and engagement through transparency of the council's financial processes and enhances trust through accountability to external auditors.

Public Sector Equality Duty (*Consider how policies/decisions affect those protected under the Equality Act*) Information is available online and in other formats to ensure equality of access to information

Consideration on carbon reduction: -

Consideration of risk management in relation to the proposal¹

External review and audit of the council's financial activities reduces risk and provides financial accountability.

Does the report consider any new activity? If 'Yes', has a risk assessment including risk management proposals for consideration been included for consideration and adoption by the council? (Financial Regulation 17b)

No

¹Risk areas to consider - strategic/operational, likelihood/impact, add to risk register?, any contingency planning needed?

REPORT

Submission requirements for the AGAR are available on the external auditor's website - [PKF](#)

The JPAG [Practitioners Guide](#) sets out the proper practices, which local councils should comply with in order to be able to confirm the statements on the AGAR.

AGAR Draft Report Overview

P3 Annual Internal Audit Report 2023/24

The internal auditor has had one meeting in relation to the AGAR's Annual Internal Audit Report 2023/24 (report on same agenda). A second meeting is scheduled prior to June full council to go through the remaining audit items to enable the internal auditor to complete this section of the AGAR.

It is understood the internal auditor will be including a supplementary report which will cover progress in relation to compliance and the charity.

P4 Section 1 Annual Governance Statement

Section one of the AGAR is part completed, with row seven to be checked against the internal audit action log to confirm the status of any outstanding audit items.

Row nine refers to council's who are sole managing trustees for a charity. It is therefore not applicable to the council.

A separate trustee bank account has been opened, which was one of the key requirements for compliance and the Wayleave and Scouts Lease income has gone into this account, with charity items being accounted for separately. No further income from the charity is now understood to be coming to the council. There may be some remaining financial implications from the council ceasing to manage the recreation ground as the handover project winds up in due course. This will be discussed with the internal auditor at the next meeting.

P5 Section 2 Accounting statements

Accounting statements have been drawn from the financial system following year end close down. It is noted that last year's asset values were incorrectly stated. £550,141 was stated, but actual was £555,141. (typo). These will be re-stated (as shown on the draft version), with an explanation provided.

Row 1a again relates to trust funds, but again refers to sole trustees so this is 'no' and in the guidance it advises if 1a is 'no' 1b should fall as N/A accordingly.

RECOMMENDATION(S):

That the committee notes the report and associated documents and feeds back any comments to the Responsible Financial Officer prior to the full council deadline in June.