

## **LITTLEHAM AND LANDCROSS PARISH COUNCIL**



Clerk to the Council:  
Mr David Edwards  
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### **Re: Annual Governance and Accountability Return Certificate of Exemption - AGAR 2022/2023 Form 2**

The Address of the External Auditor is as follows:  
PKF Littlejohn LLP, 15 Westferry Circus, Canary Wharf, London E14 4HD.  
Telephone: 020 7516 2200 Email: [sba@pkf-l.com](mailto:sba@pkf-l.com)

The Notice period for the Exercise of Public Rights and other information required by Regulation 15 (2) Accounts and Audit Regulations 2015 has been published for the period 15 June 2023 to 14 July 2023

The relevant Council Minute dated 08 June 2023 sets out the Analysis of variances:

#### **Minute Number: 2724 - Financial Year-End (documents attached and will form of the Minutes)**

- a) To receive Internal Auditors Statement for financial year 2022-23 and supporting report. (*these are attached and will form part of the Minutes*)
- b) To consider if in light of the Internal Auditors comments the Council wish to Certify themselves as  
Exempt from external audit or to submit to a Limited assurance review by PKF Littlejohns (External Auditor)
- c) To approve Certificate of Exemption from External Audit for the 2022-2023 year (if applicable)
- d) To complete and approve Annual Governance Statement 2022-23.
- e) To approve Annual Accounting Statement 2022-23 & supporting documents.
- f) Dates for Exercise of Public rights. To consider arrangement with Publication to be 30 consecutive days and include the first 10 working days in July. *Publication on 15 June 2023 to 14 July 2023.*

The Clerk explained the need to explain any significant variance to the figures between year 2021/2022 and 2022/2023:

Total other receipts had increased from nil to £8628. This related to additional income from the Lottery Grant £4630, Bank compensation £150, Defibrillator income £3800 and electricity refund £48.

Total expenditure had increased from £2287 to £15236. This is explained as follows:

	2021/2022	2022/2023	Variance
HG Wivell	1084.80	1194.00	109.20
DALC	125.33	131.15	5.82
Clerk Expenses	282.73	282.35	.38
Electric supply	42.21	51.98	9.77
Auditor*	50.00	626.00	576.00
Defibrillator	500.00	5060.00	4560.00
Bank charges	24.00	66.00	42.00
Website	00	1065.76	1065.76
Training	00	389.76	389.76
Biodiversity Project	00	4376.73	4376.73
Memorial tree	00	82.27	82.27
Village Hall*	00	212.50	212.50
Shed disposal	00	192.00	192.00
Notice Boards	00	1327.18	1327.18
<b>Total</b>			<b>12949.37</b>

\* 2022/2023 payment cover both years.

***It was RESOLVED to approve the Financial Year end documents and supporting statements.(The Accounting statements are attached and form part of the minutes).***

***It was RESOLVED that the Dates for Exercise of Public rights and the Publication would be 30 consecutive days and include the first 10 working days in July. Publication on 15 June 2023 to 26 July 2023.***

### **Annual Internal Audit Report**

The Interim Audit Programme prepared by the Internal Auditor is shown as an attachment to the Council Minutes of 08 June 2023. The Internal Control objective Item ( C ) shown as a non compliance item has been rectified.

The Council completed and approved its Risk Analysis and Risk Strategy on 27 April 2023 and this was approved by the Council on 18 May 2023.