

## Slaugham Parish Council - Intermediate Questions Moore Stephens

Based on your Council's results for the year ended 31 March 2019 we expect your authority to be intermediate by size (income and/or expenditure greater than £200k) for the year ended 31 March 2020.

On this basis, we have considered the additional information required to be submitted in relation to your intermediate review and would appreciate it if you submit the following items at the same time as providing information already requested:

- a) Confirm that the notice of audit has been prominently displayed and the location of the display(s)

*Yes - The notice was placed on the Parish Councils website as well as three notice boards within the Parish. <http://www.slaughampc.co.uk/Slaugham-Parish-Council/accounts-22882.aspx>*

- b) Confirm that notice of completion of the prior year's audit was properly displayed and the location of the display(s)

*Yes - The notice of completion was placed on the Parish Councils website as well as three notice boards within the Parish  
<http://www.slaughampc.co.uk/Slaugham-Parish-Council/accounts-22882.aspx>*

- c) Confirm that all internal and external reports have been placed before and considered by the council and provide an extract of the minute in the year in relation to this.

*3<sup>rd</sup> October 2019 Minute Reference 6.1.2  
<http://www.slaughampc.co.uk/Slaugham-Parish-Council/UserFiles/Files/Minutes/Council/Council%20MINUTES%200919.pdf>*

*Finance & Policy Minute Reference 28<sup>th</sup> October 2020  
**F2810/10 To approve and sign Annual Return** - The Committee is asked to note that the External Audit is complete and nominal points made. The Annual Return for the year to 31 March 2019 has been signed off. The Return has been posted on the website and the Notice of Conclusion has been published. (REF: Moore ltr 27 September 2019; Annual Governance and Accountability Return 31 March 2019.) Noted  
<http://www.slaughampc.co.uk/Slaugham-Parish-Council/UserFiles/Files/Minutes/Finance/FP%20Meeting%20MINUTES%20281019.pdf>*

*Finance & Policy - 11<sup>th</sup> June 2020 Minute Reference F06/03  
<http://www.slaughampc.co.uk/Slaugham-Parish-Council/UserFiles/Files/Minutes/Finance/FP%20Meeting%200620%20Minutes%20FINAL.pdf>*

- d) Provide evidence of where issues raised within internal and external audit reports have been considered by the Council including minutes where revised procedures have been adopted during the year (where not already covered by point c).

*Finance & Policy Committee - 11<sup>th</sup> June 2020 Minutes  
<http://www.slaughampc.co.uk/Slaugham-Parish-Council/UserFiles/Files/Minutes/Finance/FP%20Meeting%200620%20Minutes%20FINAL.pdf>*

### **F06/03 Minutes of the meeting of Finance & Policy Committee 28th October 2019**

**Matters arising from the Minutes** – To note any matters arising from the minutes  
**F2810/10 External Auditors Report** - The Council should consider whether the significant expenditure in the year suggests that an increase in the value of Box 9 of section 2 of the Annual Governance and Accountability Return is required for 2019/20 as significant expenditure has not resulted in an increase in the current year.

*The Clerk has updated the asset register in accordance with the regulations when the asset was transferred to the Council, until that time the asset was under the remit of contractors. Annual Return 2019/20 Box 9 will reflect this – Noted.*

**F2810/10 External Auditors Report** – Section 1 & 2 of the Annual Governance and Accountability were approved after the commencement of the exercise of public rights dates which is contrary to regulation 12 (3)(a) The exercise of public rights is to be advertised in accordance with the regulations, the Clerk has added this to the agenda for Council approval.

*F05/06/3 To agree the period of the public's right of inspection will be 6th July 2020 to 17th August 2020 (the Regulations require the period to include 30 working days and the first ten working days of July - COVID19 - the regulations now state that the period for inspection has been deferred as must start by the 1st September)  
RECOMMENDATION: The Committee agrees to recommend the period of public inspection of the accounts to Council for approval and adoption. APPROVED*