

LOCAL COUNCILS IN ENGLAND AND WALES
ANNUAL RETURN FOR THE YEAR ENDED 31 MARCH 2022

Worth Matravers Parish Council

SECTION 1 - ANNUAL GOVERNANCE STATEMENT

We acknowledge as the members of **WORTH MATRAVERS PARISH COUNCIL** our responsibility for the ensuring that there is a sound system of internal control, including preparation of the statement of accounts. We confirm, to the best of our knowledge and belief, with respect to the statement of accounts for the year ended 31st March 2022 that :

	AGREED	YES MEANS THAT THE COUNCIL
We approved the accounting statements prepared in accordance with the requirements of the Accounts & Audit Regulations and proper practices.	X	Prepared its accounts in the way prescribed by law
We maintained an adequate system of internal control, including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness	X	Made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge
We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and codes of practice that could have a significant financial effect on the ability of the Council to conduct its business or on its finances	X	Has only done things that it has the legal power to do and has conformed to codes of practice and standards in the way it has done so
We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.	X	Has during the year given all persons interested the opportunity to inspect and ask questions about the council's accounts
We carried out an assessment of the risks facing the Council and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required	X	Considered all the risks it faces in the operation of the Council and has deal with them properly
We maintained throughout the year an adequate and effective system of internal audit of the council's accounting records and control systems	X	Arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether these meet the needs of the council and reviewed the impact of this work
We took appropriate action on all matters raised in reports from internal and external audit	X	Has responded to matters brought to its attention by internal and external audit
We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end have a financial impact on the Council and, where appropriate have included them in the statement of accounts	X	Disclosed everything it should have about its business during the year including events taking place after the year-end if relevant
Trust funds - in our capacity as the sole managing trustee we have discharged our responsibility in relation to the accountability for the funds(s)/assets, including financial reporting and, if required, independent examination or audit.	N/A	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 THE COUNCIL AND RECORDED AS COUNCIL MINUTE REFERENCE 2788 DATED 5 APRIL 2022

SIGNED ON BEHALF OF **WORTH MATRAVERS PARISH COUNCIL**

CERTIFIED BY VICE-CHAIR I BUGLER

R K KHANNA CLERK

SECTION 2 ACCOUNTING STATEMENT

ITEMS	LAST YEAR (£)	THIS YEAR (£)	NOTES/GUIDANCE
1. Balances brought forward	119422	130444	Total balances and reserves at beginning of year as recorded In the Council's financial records
2. Annual Precept received	NIL	NIL	Total amount of Precept income received in the year
3. Total Receipts received	51988	51444	Total income or receipts as recorded in the cashbook minus the Precept
4. Staff Costs	8556	8496	Total expenditure or payments made to and on behalf of Council employees, include salaries and wages, PAYE + NI (employees and employers), pension contributions, expenses
5. Loan interests/repayments	NIL	NIL	Total expenditure or payments of capital and interest made during the year on the Council's borrowings (if any)
6. Total payments out	32410	61667	Total expenditure or payments as recorded in cashbook minus employment costs, loan/interest and expenditure/payments
7. Balances carried forward	130444	111725	Total balances and reserves at the end of the year
8. Total Cash + Investments	130444	111725	Sum of all current and deposit bank accounts, cash holdings and investments held as at 31.3.2021.
9. Total Fixed Assets	177207	177207	Recorded current book value at 31.3.2022 of all tangible fixed assets owned by the Council as recorded in the Asset Register at purchase price costs.
10 Total Borrowings	NIL	NIL	Outstanding capital balance as at 31.3.2022 of all loans from Third parties

Trust funds disclosure note - the Council DOES NOT ACT as sole trustee for and is not responsible for managing (a) trust fund(s)/assets.

I certify that the statement of accounts contained in this annual return present fairly the financial position of the Council and properly presents receipts and payments for the year ended 31 March 2022.

RESPONSIBLE FINANCIAL OFFICER

R K KHANNA

DATE 12 APRIL 2022

I confirm that these accounts were approved by the Council and recorded as Council Minute reference 2807

SIGNED ON BEHALF OF THE ABOVE COUNCIL

CHAIR J BURDEN

DATE 3 MAY 2022

LOCAL GOVERNMENT FINANCE ACT 1982 S.17
Audit Commission Act 1998
The Accounts & Audit Regulations 2003 (SI 2003/533)

AUDIT OF ACCOUNTS ENDED 31.3.2022
for
Worth Matravers Parish Council

NOTICE OF APPOINTMENT OF DATE FOR
THE EXERCISE OF ELECTORS' RIGHTS

Each year the Parish Council's Annual Return is audited and any person interested has the opportunity to inspect and make copies of the Annual Return and all books, deeds, contracts, bills, vouchers and receipts relating to them.

For the year ended 31st March 2022, these documents will be available on reasonable notice on application to ROGER KHANNA (CLERK FOR THE PARISH COUNCIL) AT HIGHLANDS HAYCRAFTS LANE SWANAGE BH19 3EE for an appointment. Please telephone (01929 439 044 between the hours of 10.30am to 2.30pm Monday to Friday (excluding public holidays)

Documents will be available from 6 June 2022 to the 15 July 2022

Local Government Electors and their representatives also have:

- ❖ The opportunity to question the auditor about the accounts. The auditor can be contacted at the address below for this purpose from the 1st July 2022 until the audit has been completed.
- ❖ The right to attend before the auditor and make objections to the accounts or any item in them. Written notice of an objection must first be given to the auditor and a copy sent to the Parish Council.

The Parish Council's audit is being conducted under the provisions of the Audit Commission Act 1998, the Accounts & Audit Regulations 2003 and the Audit Commission's Code of Audit Practice. The audit is being carried out by: PKF LITTLEJOHN LLP, 15 WESTFERRY CIRCUS, LONDON E14 4HD.

DATED this 3 of June 2021

Council

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Roger Khanna - Clerk for the Parish

SECTION 3 - EXTERNAL AUDITOR'S CERTIFICATE AND OPINION

CERTIFICATE

We 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 31st March 2021 in respect of **WORTH MATRAVERS PARISH COUNCIL**.

RESPECTIVE RESPONSIBILITIES OF THE BODY AND THE AUDITOR

The 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 2021, and
- ❖ Confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

External Auditor's Report –,

Our responsibility is to review the annual return in accordance with guidance issued by the National Audit Office on behalf of the Comptroller and Audit General. 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.

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.

Other matters not affecting our opinion which we draw to the attention of the authority:
None

3 External auditor certificate 2020/21

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 2021.

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.

Other matters not affecting our opinion which we draw to the attention of the authority:
None

External Auditor Name

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PKF LITTLEJOHN LLP

External Auditor 26/09/2021