

BADGER PARISH COUNCIL

TREASURER'S REPORT – 8TH MAY 2019

1. THE ANNUAL AUDITED ACCOUNTS FOR 2018/2019 FINANCIAL YEAR

a) The Annual Return & associated papers for the year ended 31st March 2019, have been audited by Mrs. Sue Hackett of SDH Accountancy. Having completed a comprehensive examination of Council records on 11th April 2019, she has signed the Return confirming in the audit work undertaken that the level of administration and system of internal controls were of a high standard.

b) Council to note the following responses to the three issues highlighted by the Internal Auditor:

i) While the numerical details of the budget set for the 2019/2020 Financial Year (F/Y) were not covered in the minutes of the Council meeting on 18th January 2019, they were fully recorded in the appendix to the Treasurer's Report for the Council meeting on 15th November 2018, when the provisional precept was agreed.

However, Council may wish to follow the suggestion by the Internal Auditor to provide in future, details of the budget calculation in the minutes when the precept is formally approved.

ii) The year ended 31st March 2019 balance was £7556 (Column 7 of Accounting Statement). In accordance with the guidance from the External Auditor, where the variance is more than twice the precept (£3,300) recorded in Column 2 of the Accounting Statement, explanation should be given. This has now been done explaining that £5,000 of general reserves is for the repair or replacement of the Council's bus shelter and other highway equipment.

iii) The minutes of all Council meetings in the 2018/2019 financial year were installed on the Council's web site but due to a technical glitch they were not all recorded in the right accessible place. This has now been corrected and in future checks will be conducted to ensure all minutes are properly displayed.

c) The Annual Audit Return for year ended 31st March 2019 is referred to Council to:

i) Consider, complete and approve the Annual Governance Statement.

ii) Approve the Accounting Statements.

iii) Approve the Certificate of Exemption from a limited review by the External Auditor, and,

iv) Note that the "Due Notice of Public Rights & Publication of Annual Governance & Accountability Return" for the year ended 31st March 2019, will be announced on 30th May 2019, for the period 17th June to 26th July 2019.

Council is asked to approve the Audit Return and directs the appropriate documents to be signed by the Chairman and Responsible Finance Officer.

2. SHROPSHIRE ASSOCIATION OF LOCAL COUNCILS (SALC)

Association fees for the period 1st April 2019 to 31st March 2020 are calculated for Badger Parish Council as follows:

- SALC affiliation fee	£84.32
(104 electors@ 33p per elector + £50 administration fee).	
- NALC affiliation fee	£ 7.27
- Area Committee fee	<u>£ 15.00</u>
TOTAL	£106.59

- The total fee for the previous year was £104.75

RECOMMENDATION: *The RFO (Clerk) considers these services are of value and used from time to time as well as receiving useful helpful information, so it is in the interests to continue as a Member of the Association and pay the £106.59 fee.*

3. PAYMENTS FOR APPROVAL

a) Numbers Plus (cheque 100432)	£118.80
b) SALC affiliation fee (cheque 10433)	£106.59
c) SDH Accountancy – audit fee (cheque 100434)	£100.00
d) Came & Co. – insurance premium (cheque 100435)	£312.36
e) Money for petty cash (cheque 100436)	£ 60.00

4. BANK ACCOUNTS & BALANCES

As at 2nd May 2019, the Community Account at Barclays Bank stood at £9,091.54 in credit (which includes the 2019/2020 F/Y precept of £3,800 received on 25/4/19). After encashment of cheques in section 3. Above the Community Account will stand at £8,393.79 in credit. The Business Premium Account at Barclays stands at £2,208.24. After payment for the use of St. Giles' Church for the Council meeting on 8th May 2019, and the deposit of the £60 cheque, petty cash will be £96.36.

F. D. Voysey
Responsible Finance Officer

2nd May 2019