

Section 1 – Annual Governance Statement 2017/18

Explanatory Notes:

Assertion 4 – Hillam Parish Council responds ‘NO’ for the following reason:

The 2016/17 External Auditor Report noted Hillam Parish Council “did not comply with regulation 15 of the Accounts and Audit Regulations 2015 as it failed to make proper provision during 2017/18 for the exercise of public rights, since the approval date was after the start of the period for the exercise of public rights.”

This year the start date for the period for the exercise of public rights is 25/06/2018 and the approval date is 06/06/2018.

Assertion 7 – There were a number of matters drawn to the attention of Hillam Parish Council by internal and external audit. Hillam Parish Council responds ‘YES’ as it feels it has addressed the matters as appropriate.

Action based on External Auditor matters raised:

- Payroll payments have been included in box 6 as opposed to box 4 this year
- Section 2 boxes 4 and 6 have been stated as £2394 and £10562 respectively
- Assertion 4 in section 1 has been marked ‘No’, explanation above

Action based on Internal Auditor report:

- Formal Receipts and Payments account drawn up to compare with previous year.
- Outstanding Land Rent has been requested and received, an invoice will go out at the beginning of each year for the rent in future.
- Consideration was given to the increase in rent, due to the nature of the access to the land no rise will be applied at this point. This will be reviewed annually.
- Outstanding cheques itemised rather than shown as a sum on the reconciliation.
- VAT registration for Website provider has been validated.
- Hillam Parish Council have been advised to use “Hillam Parish Council” for online purchases made for the council by members.
- Npower account has had the address details updated
- Time Capsule has been added to the Asset Register. Clerk will update the Asset Register at the time of purchase/sale of assets rather than at the end of the financial year.
- The savings account statement from 2016/17 was amended to show the correct amount of interest.