Section 3 - External Auditor Report and Certificate 2022/23

In respect of **Dunchurch Parish Council**

1 Respective responsibilities of the body and the auditor

Our responsibility as auditors to complete a **limited assurance review** is set out by the National Audit Office (NAO). A limited assurance review is **not a full statutory audit**, it does not constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and hence it does not provide the same level of assurance that such an audit would. The UK Government has determined that a lower level of assurance than that provided by a full statutory audit is appropriate for those local public bodies with the lowest levels of spending.

Under a limited assurance review, the auditor is responsible for reviewing Sections 1 and 2 of the Annual Governance and Accountability Return in accordance with NAO Auditor Guidance Note 02 (AGN 02) as issued by the NAO on behalf of the Comptroller and Auditor General. AGN 02 is available from the NAO website – https://www.nao.org.uk/code-audit-practice/guidance-and-information-for-auditors/.

This authority is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The authority prepares an Annual Governance and Accountability Return in accordance with *Proper Practices* which:

- summarises the accounting records for the year ended 31 March 2023; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors

2 External auditor report 2022/23

Except for the matters reported below on the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return, in our opinion the information in Sections 1 and 2 of the Annual Governance and Accountability Return is in accordance with the 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.

It was noted in the prior year's external audit report that the Council incorrectly entered their minute references for approval of Sections 1 and 2 and approved Section 2 in the incorrect order. Since the approval of the 2021/22 AGAR took place during the financial year 2022/23 this suggests the Council should have answered 'No' to Assertion 3 on Section 1 of the AGAR. The Council have however not repeated this error in the current year therefore we do not expect any concerns in this area in the future.

Other matters not affecting our opinion which we draw to the attention of the authority:

An amount of money is recorded as being the Library Float. We have been informed the council does not hold petty cash but have received no explanation in relation to what this float is or why it is being held and therefore cannot comment on whether it is being properly held.

Section 2 of the AGAR was initially submitted without the Trust Fund disclosure in Box 11a completed. This was later resubmitted with a 'No' answer which was in line with our expectations and so there are no further concerns in this area.

The Internal Auditor ticked 'No' to control objective K on the Annual Internal Audit Report which relates to whether a Council correctly certified itself exempt in the prior year. We expected this control objective to be answered 'Not covered' as last year the Council did not claim exemption from review and submitted an AGAR 3 for review. The Council later provided an amended form with the response answered 'Not covered' which is in line with our expectation, and we have no further concerns in this area.

Incomplete information was received with regards to reserves breakdown between general and earmarked for the purposes of our testing. The council should in future ensure that amounts are scheduled in their entirety.

Additional variance information needed to be requested. The parish council should in future ensure that all the necessary supporting information is provided with their initial annual submission.

3 External auditor certificate 2022/23

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 2023.

External Auditor Name

MOORE

External Auditor Signature Moore Date 23/09/2023