

## Section 3 - External Auditor Report and Certificate 2018/19

In respect of

WOOTTON (ABINGDON) PARISH COUNCIL

### 1. Respective responsibilities of the body and the auditor

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 as Annual Governance and Accountability Return in accordance with *Proper Practices* which:

- summarises the accounting records for the year ended 31 March 2019; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

Our responsibility is to review Sections 1 and 2 of the Annual Governance and Accountability Return in the accordance with guidance issued by the National Audit Office (NAO) on behalf of the Controller and Auditor General (see note below). Our work **does not** constitute an audit carried out in accordance with the International Standards on Auditing (UK and Ireland) and **does not** provide the same level of assurance that such an audit would do.

### 2. External auditor report 2018/19

(Except for the matter 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.

(\*delete as appropriate)

The Council has included a difference between box 7 and 8 on the Annual Governance and Accountability Return despite preparing their accounts on the receipts and payments basis.

On this basis, outstanding cheques raised but not cleared should be included as a payment in the year and excluded from both the balance carried forwards in box 7 of Section 2 and the bank statement balance shown in box 8 of Section 2 of the Return. Debtors due at the year end should not be included on the receipts and payments basis until the receipt has been received by the Council.

Following this through, the value of boxes 3 and 7 shown in Section 2 of the Return for the year should have been reduced by £10,494 and the value shown in box 8 should be decreased by £3,492. The balances carried forward in boxes 7 and 8 should be £36,211.

(continue on a separate sheet if required)

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

NONE

(continue on a separate sheet if required)

### 3. External auditor certificate 2018/19

We certify/ ~~do not 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 2019.

~~\*We do not certify completion because:~~

External Auditor Name

MOORE

External Auditor Signature



Date 22/09/2019

\*Note: the NAO issued guidance applicable to external auditors' work on limited assurance reviews for 2018/19 in Auditor Guidance Note AGN/02. The AGN is available from the NAO website ([www.nao.org.uk](http://www.nao.org.uk))