

## Section 3 – External Auditor Report and Certificate 2019/20

In respect of

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

- summarises the accounting records for the year ended 31 March 2020; 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 accordance with guidance issued by the National Audit Office (NAO) on behalf of the Comptroller and Auditor General (see note below). 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.

### 2 External auditor report 2019/20

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 *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:

The clerk corrected the precept amount at section 2 of the Annual Governance and Accountability Return after the Council had approved the AGAR. Although the change was initialed, in future, if it is necessary to change the AGAR between the Council's approval and submission to the external auditor, the AGAR should be re-approved by the Council.

We were required to return the Annual Governance and Accountability Return to enable the Council to correct the following:

- A. Section 2, Box 8 (cash and short-term investments) for both years was blank and needed to be corrected to £202,876 and £198,018 respectively.

In future the Council should ensure that the Annual Governance and Accountability Return is accurate and complete.

### 3 External auditor certificate 2019/20

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 2020.

\*We do not certify completion because:

Not applicable.

External Auditor Name

**Mazars LLP, Durham, DH1 5TS**

External Auditor Signature

*Mazars LLP*

Date

**27 November 2020**

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