

**Final External Auditor Report and Certificate 2017/18 in respect of
Potto Parish Council NY0451**

Page 1 of 2

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 2018; 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.

External auditor report 2017/18

On 24 September 2018, we issued a report detailing the results of our limited assurance review of Sections 1 and 2 of this authority's Annual Governance & Accountability Return for the year ended 31 March 2018. We explained that we were unable to certify completion of the review at that time. We are now in a position to certify completion of the review.

The external auditor report given in Section 3 of the Annual Governance & Accountability Return requires amendments as follows:

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

1. A local government elector made a series of objections relating to the Council's accounts for the years ended 31 March 2017, 2018, 2019 and 2020. We decided to consider some, but not all, of those objections. Having considered those accepted objections, we decided to issue a Public Interest Report so that the matters and the 17 recommendations we made in respect of them may be considered by the Council and brought to the attention of the public. We decided to issue a Public Interest Report because of the significance of our findings taken together. The authority will receive an invoice in relation to this additional work.
2. Section 1, Assertion 5 has been incorrectly completed, since in the completion of the annual internal audit report, the internal auditor has noted that a review of the risk assessment and the financial regulations did not take place within the financial year. Therefore, Assertion 5 should have been answered 'No'. We note that the authority did review these documents at the subsequent year's Annual Parish Meeting.

**Final External Auditor Report and Certificate 2017/18 in respect of
Potto Parish Council NY0451**

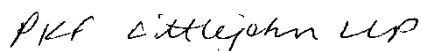
Page 2 of 2

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

1. We note that the smaller authority did not comply with Regulation 15 of the Accounts and Audit Regulations 2015 as it failed to make proper provision during the year 2018/19 for the exercise of public rights, since the period for the exercise of public rights did not include the first 10 working days of July. As a result, the smaller authority must answer 'No' to Assertion 4 of the Annual Governance Statement for 2018/19 and ensure that it makes proper provision for the exercise of public rights during 2019/20.
2. The smaller authority has confirmed that it has not complied with the governance assertions in Section 1, Boxes 3, 4 and 7, but it has provided the appointed auditor with an adequate explanation for non-compliance and details of the actions necessary to address weaknesses identified.
3. In the completion of the Annual Internal Audit Report, the internal auditor has drawn attention to significant weaknesses in relation to risk assessments and invoicing. The smaller authority must ensure that action is taken to address these areas of weakness in a timely manner.
4. The smaller authority did not provide an adequate explanation for the variance between the prior and current year values in Boxes 2 and 3 of Section 2.

External auditor certificate 2017/18

We certify that we have completed our review of Sections 1 and 2 of the Annual Governance & Accountability Return, and discharged our responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2018.



PKF Littlejohn LLP
21 July 2022