

## Section 3 - External Auditor Report and Certificate 2020/21

In respect of

**Charlbury Town 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 2021; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors

### 2 External auditor report 2020/21

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.

Included in Box 2 of Section 2 of the return is £1,973 of CTS Grant money received from the District Council. Whilst the CTS grant money is received from the same source it is paid in addition to the precept and the value shown in Box 2 must only include official precept income. CTS grant monies received should instead be included in Box 3 of Section 2 of the return.

As noted on our 2020 report, the public rights period provided in relation to that return exceeded the statutory requirement. Whilst this does not necessarily disadvantage the public, it does not technically meet the requirement and as this period is provided during the 2020/21 year, we would have expected to have seen a 'No' response to Assertion 4. We note that the issue has been addressed for the 2020/21 and therefore would not anticipate similar issues in the future.

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

The PWLB balance given in Box 10 of Section 2 of the AGAR has reduced by more than the value given in Box 5 of Section 2 (loan repayments). The reason for this is that a direct debit payment was not properly taken by the PWLB during the year. This repayment was correctly processed in April 2021.

### 3 External auditor certificate 2020/21

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 2021.

\*We do not certify completion because:

External Auditor Name

 **MOORE**

External Auditor Signature



Date

31/01/2022