

Section 3 – External auditor report and certificate

In respect of:

Enter name of
smaller authority here:

Quatt Malvern Parish Council

1. Respective responsibilities of the body and the auditor

This smaller authority is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The smaller authority prepares an annual return in accordance with proper practices which:

- summarises the accounting records for the year ended 31 March 2017; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

Our responsibility is to review the annual 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. 2016/17 External auditor's report

Except for the matters reported below on the basis of our review of the annual return, in our opinion the information in the annual return is in accordance with proper practices and no other matters have come to our attention giving cause for concern that relevant legislative and regulatory requirements have not been met.

In 2015/16 we recommended that the Council ensures that it values fixed assets in accordance with proper practice. Although Councils are now given more discretion about the valuation of fixed assets proper practice requires them to be valued consistently. Fixed assets at Box 9 were initially valued on a different basis in 2016/17 to 2015/16. The 2015/16 figures should have been restated to ensure valuations were on a consistent basis. The Council has answered 'yes' in its Annual Governance Statement regarding taking appropriate action on audit reports. We recommend the Council adopts a consistent method of asset valuation in future and ensures that audit recommendations are formally reviewed to ensure appropriate action has been taken.

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

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

There was a difference between boxes 7 and 8 although the annual return had been compiled on a receipts and payments basis. Box 8 did not reflect the cash book figure on the bank reconciliation as required.

In addition the annual return was corrected to ensure fixed assets were recorded on a consistent basis.

In future, the Council should ensure that the annual return is accurate and complete.

3. 2016/17 External auditor certificate

We certify that we have completed our review of the annual return, and discharged our responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2017

External auditor signature:

Mazars LLP

External auditor name:

Mazars LLP, Durham, DH1 5TS

Date:

30 August 2017