

Section 3 – External Auditor's Report and Certificate 2025/26

In respect of

Minster Parish Council

1 Respective responsibilities of the auditor and the authority

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 2026 and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

2 External auditor's limited assurance opinion 2025/26

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:

Box 11 of Section 2 of the Annual Governance and Accountability Return (AGAR) has been incorrectly completed. The Council has recorded "No" where "Yes" would have been appropriate, as it does not act as a sole-managing trustee and should therefore confirm the exclusion of trust fund transactions. Although the intended position can be inferred from other disclosures within the AGAR, it is acknowledged that the updated wording of the 2025/26 form may have contributed to this misinterpretation. The Council is reminded of the importance of accurate completion of all assertions to ensure clarity and compliance with proper practices.

The Accounts and Audit (England) Regulations 2015 required that the 2025 period of public rights covered 30 working days. This requirement was not met but the Council did answer "No" to the assertion on public rights in the 2025/26 Annual Governance Statement, which covers the previous year's public rights period. Although the public rights period in 2026 was compliant, the Council needs to put in place arrangements to ensure that it can always meet its statutory obligations in respect of public rights and answers "No" to assertion 4 of the Annual Governance Statement where this has not been achieved.

3 External auditor certificate 2025/26

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 2026

*We do not certify completion because:

Not applicable

External Auditor Name

Forvis Mazars LLP, Newcastle Upon Tyne, NE1 1DF

External Auditor Signature

Forvis Mazars LLP

Date

3 September 2026