

## SHEPTON MALLET TOWN COUNCIL

Meeting	Policy and Resources Committee, Items 5.9, 5.10 and 5.11 and 5.12
Date	23 <sup>rd</sup> June 2020
Author	Liz Evans, Responsible Financial Officer
Subject	Annual Governance and Accountability Return 2019/20

### **1.0 PURPOSE OF REPORT**

- 1.1 To inform councillors of the year-end financial process and to recommend to full council that the statement and figures in the Annual Governance and Accountability Return 2019/20 be approved.

### **2.0 BACKGROUND INFORMATION**

- 2.1 It is the requirement of the Accounts and Audit Regulations 2015 that a smaller authority with a gross annual income and expenditure exceeding £25,000 but which does not exceed £6.5 million has to complete the Annual Governance and Accountability Return.
- 2.2 Explanations are on pages 1 and 2 of the AGAR. The closing balances of the year-end accounts are used, and the internal auditor has to submit a report.
- 2.3 The public have the right to view accounts and a notice of the period for the exercise of public rights must be published.
- 2.4 After the council has approved the AGAR, the documentation is sent to the external auditor (PKF Littlejohn LLP).
- 2.5 No later than 30<sup>th</sup> September the council will receive a notice of the conclusion of the audit with the external auditor's report and certificate.

### **3.0 RECOMMENDATIONS**

- 3.1 For Councillors to note the contents of the report and to agree to note the internal auditor's comments, to agree to the assertions made in Section One, and the figures in Section Two and to recommend to full council that this be approved for the financial year 2019/20.

The following items are linked to this report:

Item 5.10 Internal Auditor's Comment

Item 5.11 Annual Governance Statement 2019/20 (Section One)

Item 5.12 Accounting Statements 2019/20 (Section Two)