



Town Council Offices,  
1 Park Road,  
Shepton Mallet  
BA4 5BS

t: 01749 343984

e: [info@sheptonmallet-tc.gov.uk](mailto:info@sheptonmallet-tc.gov.uk)

w: [www.sheptonmallet-tc.gov.uk](http://www.sheptonmallet-tc.gov.uk)

**Meeting:** Full Council Meeting, Items 2.5, 2.6, 2.7 and 2.8

**Date:** 15<sup>th</sup> June 2021

**Author:** Liz Evans, Responsible Financial Officer

**Subject:** Annual Governance and Accountability Return 2020/21

## 1.0 Purpose of Report

1.1 To note that In accordance with to Standing Orders this report would normally be submitted to the Policy & Resources Committee for approval and subsequently Full Council. Due to the limitations due to the pandemic and the need to reduce and restructure the meeting schedule, the Internal Audit Report and the Annual Governance and Accountability Return (AGAR), have been submitted directly to Full Council.

1.2 To inform Councillors of the year-end financial process and to recommend that the statement and figures in the Annual Governance and Accountability Return (AGAR) 2020/21 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 (AGAR).

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 30th 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, to note the Annual Internal Audit Report 2020/21, to agree to the assertions made in Section One, and the figures in Section Two and to approve the Annual Governance and Accountability Return for the financial year 2020/21.

The following items are linked to this report:

Item 2.6 Annual Internal Audit Report 2020/21

Item 2.7 Annual Governance Statement 2020/21 (Section One)

Item 2.8 Accounting Statements 2020/21 (Section Two)