

Audited Body Name..... HONITON TOWN COUNCIL

NOTICE OF CONCLUSION OF AUDIT

Accounts year ended 31 March 2015

Audit Commission Act 1998 (as transitionally saved)
The Accounts and Audit (England) Regulations 2011

Insert date of placing
the Notice

1. Date of Notice 24th / SEPT / 2015.

The date of conclusion
of the audit is the date
shown on the Auditor's
Certificate and Report
at Section 3 of the
Annual Return.

2. Notice

The Audit of the Council's Accounts for the above year has been concluded on
30th AUGUST 2015 by Grant Thornton UK LLP.

The Accounts must be
published on
conclusion of the Audit
or on 30th September
whichever is the
earlier.

3. Publication of Accounts.

A copy of the Statement of Accounts and the Auditor's Certificate and Report thereon
has been published.

The Statement of
Accounts consists of
sections 1, 2 and 3 of
the Annual Return.

Notice of these rights is
required by the Act.

4. Local Government Elector's Rights

A Local Government Elector for the Parish may obtain, inspect or take a copy of the
Statement of Accounts and Auditor's Certificate and Report by arrangement with the
Clerk at the address and times set out below.

Complete as locally
appropriate

5. Days and times of availability

MONDAY - FRIDAY

10am - 1pm

Complete as locally
appropriate

6. Address where the Documents may be inspected or purchased

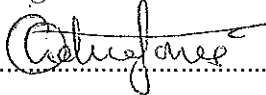
TOWN COUNCIL OFFICE

THE BEEHIVE, DOWNS ST.

HONITON, EX14 1LZ

Complete as
appropriate

7. Signature and name of person giving Notice on behalf of Council



Amend if necessary

..... Clerk and / or Responsible Financial Officer

CHEENA JONES

This Notice is to be displayed for 14 days.

Section 1 – Accounting statements 2014/15 for

Enter name of reporting body here:

HONITON TOWN

Council/Meeting

Readers should note that throughout this annual return references to a 'local council' or 'council' also relate to a parish meeting.

	Year ending		Notes and guidance
	31 March 2014	31 March 2015	
	£	£	Please round all figures to nearest £1. Do not leave any boxes blank and report 0 or Nil balances. All figures must agree to underlying financial records.
	RESTATE		
1 Balances brought forward	1,359,918	9,062	Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.
2 (+) Annual precept	155,375	201,130	Total amount of precept received or receivable in the year. Excludes any grants received.
3 (+) Total other receipts	752,201	206,260	Total income or receipts as recorded in the cashbook less the precept received (line 2). Include any grants received here.
4 (-) Staff costs	90,798	92,316	Total expenditure or payments made to and on behalf of all employees. Include salaries and wages, PAYE and NI (employees and employers), pension contributions and employment expenses.
5 (-) Loan interest/capital repayments	52,454	53,567	Total expenditure or payments of capital and interest made during the year on the council's borrowings (if any).
6 (-) All other payments	2,115,180	133,603	Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).
7 (=) Balances carried forward	9,062	136,966	Total balances and reserves at the end of the year. Must equal (1+2+3) – (4+5+6)
8 Total cash and short term investments	88,231	180,560	The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March - to agree with bank reconciliation.
9 Total fixed assets plus other long term investments and assets	2,153,508	2,091,147	The original Asset and Investment Register value of all fixed assets, plus other long term assets owned by the council as at 31 March
10 Total borrowings	951,676	1,030,418	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).
11 Disclosure note Trust funds (including charitable)	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO		The council acts as sole trustee for and is responsible for managing trust funds or assets. N.B. The figures in the accounting statements above do not include any trust transactions.

I certify that for the year ended 31 March 2015 the accounting statements in this annual return present fairly the financial position of the council and its income and expenditure, or properly present receipts and payments, as the case may be.

Signed by Responsible Financial Officer

Aethy Jones

Date 06/05/2015

I confirm that these accounting statements were approved by the council on this date:

22/06/2015

and recorded as minute reference:

15/117

Signed by Chair of the meeting approving these accounting statements.

[Signature]

Date 24-06-2015

Section 2 – Annual governance statement 2014/15

We acknowledge as the members of:

HONITON TOWN

Council/Meeting

our responsibility for ensuring that there is a sound system of internal control, including the preparation of the accounting statements. We confirm, to the best of our knowledge and belief, with respect to the accounting statements for the year ended 31 March 2015, that:

	Agreed		Yes means that the council
	Yes	No	
1 We approved the accounting statements prepared in accordance with the requirements of the Accounts and Audit Regulations and proper practices.	✓		prepared its accounting statements in the way prescribed by law.
2 We maintained an adequate system of internal control, including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	✓		made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.
3 We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and proper practices that could have a significant financial effect on the ability of the council to conduct its business or on its finances.	✓		has only done what it has the legal power to do and has complied with proper practices in doing so.
4 We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.	✓		during the year has given all persons interested the opportunity to inspect and ask questions about the council's accounts.
5 We carried out an assessment of the risks facing the council and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	✓		considered the financial and other risks it faces and has dealt with them properly.
6 We maintained throughout the year an adequate and effective system of internal audit of the council accounting records and control systems.	✓		arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of the council.
7 We took appropriate action on all matters raised in reports from internal and external audit.	✓		responded to matters brought to its attention by internal and external audit.
8 We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on the council and, where appropriate have included them in the accounting statements.	✓		disclosed everything it should have about its business activity during the year including events taking place after the year-end if relevant.
9 Trust funds (including charitable) – in our capacity as the sole managing trustee we discharged our responsibility in relation to the accountability for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.	✓		has met all of its responsibilities where it is a sole managing trustee of a local trust or trusts.

This annual governance statement is approved by the council and recorded as minute reference

dated 15/11/17
dated 22/06/15

Signed by:

Chair

dated 24-06-2015

Signed by:

Clerk

dated

23/06/15

*Note: Please provide explanations to the external auditor on a separate sheet for each 'No' response. Describe how the council will address the weaknesses identified.



This page is part of Section 3 - External auditor certificate and opinion 2014/15

Honiton Town Council
Audit Report for the year ended 31 March 2015

Other matters not affecting our opinion which we wish to draw to the attention of Honiton Town Council for the year ended 31 March 2015

Section 1 Comparatives

The figures for 31 March 2014 in Box 9 has been restated from the figures presented on the 2014 Annual Return following the other matters noted in last year's external auditor's report. The council should write 'restated' beneath the '£' symbol of the 2014 column before the Annual Return is made available to the public.

Consequential loss insurance

The Council does not have consequential loss insurance. The Council should consider if, given the types of other income in the council's records, consequential loss insurance is appropriate.

Financial Regulations

The Council has not updated its Financial Regulations in line with the latest model Financial Regulations, which were issued in 2014. They have been updated in light of recent changes to legislation. They are available from the National Association of Local Councils. Financial Regulations should be periodically reviewed and updated as appropriate with regard to any relevant changes in the law or the Council's circumstances.

Internal Financial Controls

The Parish Council has not fully documented its internal controls. It is good practice for the Parish Council to document and periodically review the specific day to day procedures it undertakes to implement its system of internal control.

A handwritten signature in black ink, appearing to read "Geraldine Daley".

for Grant Thornton UK LLP

Date 25/8/2015

Our ref DVN196