WILLINGALE PARISH COUNCIL

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2019/2020 AGAR - Overview

As Councillors will be aware, all Parish Councils must complete an Annual Governance and Accountability Return or "AGAR". This year, as for last year we are an "exempt authority" because our total income/expenditure was less than £25,000, which means we do not need to have our financial statements externally audited (at a cost of £200 + VAT).

However, an *internal* Audit, remains a mandatory requirement, and our Clerk has commented separately on that.

It is a mandatory requirement to publish our AGAR on the Parish Council website under the "Transparency Code for Smaller Authorities" and it is recommended that we have "numerical and narrative explanations available for significant variances" in the accounting statements. For Willingale Parish Council the financial summary looks like this:

	Year Ended 3/19	Year Ended 3/20	Difference
Precept	4,926	4,985	59
Total Receipts	4,377	4,248	-129
Staff Costs	2,086	1,876	-210
Other Costs	5,035	6,686	+1,651

The positive staff cost variation is due to a brief overlap of Clerks early in 2018. The only other significant variation year on year is that of "other costs", and the main causes were:

- **Training + £677**. This was primarily due to the 3 new Councillors who joined the Parish Council and have therefore attended relevant training courses. In total 13 (paid) courses have been attended over the course of the year. Councillors have also attended free briefings offered by EALC. The Clerk has attended 2 courses and Councillors have attended 11 courses. These courses included; Councillor training (2 day course), Auditing and End of Year accounting among other.

- **S137 Grants + £754.** In addition to the usual Grant for the maintenance of the Churchyard, we spent £754 to purchase chairs which were donated to the Village Hall, for use at various village events.

Lastly, you will note that the sum for fixed assets has increased from £31,021 last year to £32,121 this year, as it is included as the insured amount which is index-linked for insurance purposes. We are checking into this to determine whether this is the correct amount, or whether the assets in question should be shown at cost.

Meeting Procedures
In line with statutory guidance it is recommended that the Council receives and notes the internal audit report prior to approving the annual governance statement, and thereafter the accounts themselves.

After the meeting, the accounts are published on the website together with a notice (also placed on the noticeboard) setting out the period during which members of the public may exercise their rights to inspect the accounts

David Stokes
Chair
12th May 2020