

Certificate of Exemption – AGAR 2022/23 Form 2

To be completed by smaller authorities where the higher of gross income or gross expenditure did not exceed £25,000 in the year of account ended 31 March 2023, and that wish to certify themselves as exempt from a limited assurance review under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015

There is no requirement to have a limited assurance review or to submit an Annual Governance and Accountability Return to the external auditor, **provided** that the authority has certified itself as exempt at a meeting of the authority after 31 March 2023 and a completed Certificate of Exemption is submitted no later than **30 June 2023** notifying the external auditor.

STICKNEY ENTERPRISE COUNCIL

certifies that during the financial year 2022/23, the higher of the authority's total gross income for the year or total gross annual expenditure, for the year did not exceed **£25,000**

Total annual gross income for the authority 2022/23:

£23 999 NT £00,000

Total annual gross expenditure for the authority 2022/23:

£23 977 8 IT £00,000

There are certain circumstances in which an authority will be **unable to certify itself as exempt**, so that a limited assurance review will still be required. If an authority **is unable to confirm the statements below then it cannot certify itself as exempt** and it **must** submit the completed Annual Governance and Accountability Return Form 3 to the external auditor to undertake a limited assurance review for which a fee of **£210 +VAT** will be payable.

By signing this **Certificate of Exemption** you are confirming that:

- The authority was in existence on 1st April 2019
- In relation to the preceding financial year (2021/22), the external auditor **has not**:
 - issued a public interest report in respect of the authority or any entity connected with it
 - made a statutory recommendation to the authority, relating to the authority or any entity connected with it
 - issued an advisory notice under paragraph 1(1) of Schedule 8 to the Local Audit and Accountability Act 2014 ("the Act"), and has not withdrawn the notice
 - commenced judicial review proceedings under section 31(1) of the Act
 - made an application under section 28(1) of the Act for a declaration that an item of account is unlawful, and the application has not been withdrawn nor has the court refused to make the declaration
- The court has not declared an item of account unlawful after a person made an appeal under section 28(3) of the Act.

If the above statements apply and the authority neither received gross income, nor incurred gross expenditure, exceeding £25,000, then the Certificate of Exemption can be signed and a copy submitted to the external auditor **either** by email **or** by post (not both).

The Annual Internal Audit Report, Annual Governance Statement, Accounting Statements, an analysis of variances and the bank reconciliation plus the information required by Regulation 15 (2), Accounts and Audit Regulations 2015 including the period for the exercise of public rights still need to be fully completed and, along with a copy of this certificate, published on the authority website/webpage* before 1 July 2023.

Signing this certificate confirms the authority will comply with the publication requirements.

Signed by the Responsible Financial Officer

Date

SIGNATURE REQUIRED

01/06/2023

I confirm that this Certificate of Exemption was approved by this authority on this date:

01/06/2023

Signed by Chairman

Date

SIGNATURE REQUIRED

01/06/2023

as recorded in minute reference:

89(11) REFERENCE

Generic email address of Authority

Telephone number

stickney.pca@aol.com

01205 270352

*Published web address

stickney.pca@lincs.gov.uk

ONLY this Certificate of Exemption should be returned EITHER by email OR by post (not both) as soon as possible after certification to your external auditor, but no later than 30 June 2023. Reminder letters for late submission will incur a charge of £40 + VAT.

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STICKNEY ENTERPRISE COUNCIL

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Signed by the Responsible Financial Officer

Date

SIGNATURE REQUIRED

01/06/2023

I confirm that this Certificate of Exemption was approved by this authority on this date:

01/06/2023

Signed by Chairman

Date

SIGNATURE REQUIRED

01/06/2023

as recorded in minute reference:

89(11) REFERENCE

Generic email address of Authority

Telephone number

stickney.pca@aol.com

01205 270352

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Section 1 – Annual Governance Statement 2022/23

We acknowledge as the members of:

STICKNEY PARISH COUNCIL

our responsibility for ensuring that there is a sound system of internal control, including arrangements for 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 2023, that:

	Agreed		
	Yes	No	'Yes' means that this authority:
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	prepared its accounting statements in accordance with the Accounts and Audit Regulations.
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	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 this authority to conduct its business or manage its finances.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	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.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.
5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	considered and documented the financial and other risks it faces and dealt with them properly.
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	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 this smaller authority.
7. We took appropriate action on all matters raised in reports from internal and external audit.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	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 this authority and, where appropriate, have included them in the accounting statements.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.
9. (For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.	Yes	No	N/A
	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

*For any statement to which the response is 'no', an explanation must be published

This Annual Governance Statement was approved at a meeting of the authority on:

01/06/2023

and recorded as minute reference:

MINUTE REFERENCE

Signed by the Chairman and Clerk of the meeting where approval was given:

Chairman

SIGNATURE REQUIRED

Clerk

SIGNATURE REQUIRED

Information required by the Transparency Code (not part of the Annual Governance Statement)

The authority website/webpage is up to date and the information required by the Transparency Code has been published.

Yes ☒ No ☐

stickney-parish-lincolnshire-gov.uk ADDRESS

Section 2 – Accounting Statements 2022/23 for

STICKNEY PARISH COUNCIL

	Year ending		Notes and guidance
	31 March 2022 £	31 March 2023 £	
1. Balances brought forward	20090	23597	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. (+) Precept or Rates and Levies	22000	23000	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.
3. (+) Total other receipts	1784	999	Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.
4. (-) Staff costs	9802	10440	Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.
5. (-) Loan interest/capital repayments	NIL	NIL	Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).
6. (-) All other payments	10475	13538	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	23597	23618	Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).
8. Total value of cash and short term investments	23597	23618	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 long term investments and assets	57342	57342	The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.
10. Total borrowings	NIL	NIL	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).

For Local Councils Only	Yes	No	N/A	
11a. Disclosure note re Trust funds (including charitable)		✓		The Council, as a body corporate, acts as sole trustee and is responsible for managing Trust funds or assets.
11b. Disclosure note re Trust funds (including charitable)			✓	The figures in the accounting statements above do not include any Trust transactions.

I certify that for the year ended 31 March 2023 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority.

Signed by Responsible Financial Officer before being presented to the authority for approval

SIGNATURE REQUIRED

E. Ward

Date

01/06/2023

I confirm that these Accounting Statements were approved by this authority on this date:

01/06/2023

as recorded in minute reference:

MIN 8C REFERENCE

Signed by Chairman of the meeting where the Accounting Statements were approved

SIGNATURE REQUIRED

M. B. M.

STICKNEY PARISH COUNCIL

CLERK: Mrs E L Arnold
Crookes Cottage
Wrangle Bank
BOSTON
PE22 9DL

Tel: 01205 270352

Bank Reconciliation for Stickney Parish Council for the year ended 31 March 2023:

	£
Balance @ 01.04.22	23597.58
Parish Council Income for 2022/2023	23999.01
	<hr/>
	47596.59
Parish Council Expenditure for 2022/2023	(23978.33)
Jubilee Committee Expenditure 2022/2023	(0.00)
	<hr/>
	£23618.26
	<hr/> <hr/>
Balances @ 31.03.23	
Current a/c	6629.60
No2 a/c	5467.49
Deposit a/c	11618.37
Jubilee Committee a/c	nil
(TRANSFERRED TO CURRENT ACCOUNT FOR JUBILEE MUGS)	<hr/>
	23715.46
Uncleared cheques	(97.20)
	<hr/>
BALANCE @ 31.03.23	£23618.26
	<hr/> <hr/>

E L Arnold (Mrs)

STICKNEY PARISH COUNCIL

CLERK: Mrs E L Arnold
Crookes Cottage
Wrangle Bank
BOSTON
PE22 9DL

Tel: 01205 270352

Variations in figures for Stickney Parish Council accounts for the year ended 31.03.23:

Box 2:	Precept		£1000.00
	Increased precept by £1000 when setting budget for 2022/2023		
Box 3:	Receipts difference:		£(785.00)
	Cemetery	(355.00)	
	VAT reclaimed	(19.00)	
	Interest	64.00	
	Advertising	(20.00)	
	Grant	(350.00)	
	Judo paid in error	(105.00)	
Box 4:	Staff costs difference:		£638.00
	Increase in salary as per NALC guidelines and a review of hours		
Box 6:	Other Payments difference:		£3063.00
	Admin	275.00	
	Cemetery & clock costs	1143.00	
	Play Area	(81.00)	
	Parish Magazine	110.00	
	Miscellaneous	(154.00)	
	VAT	849.00	
	Bank Charges	77.00	
	Jubilee Bank Charges	(15.00)	
	Jubilee gifts	596.00	
	Defibrillator battery	128.00	
	Judo returned payment	105.00	
	Footpath grass cutting	30.00	
Box 9:	Fixed Assets Value difference:		£nil

E L Arnold (Mrs)