

## Section 3 - External Auditor Report and Certificate 2023/24

In respect of **New Frankley in Birmingham Parish Council**

### 1 Respective responsibilities of the auditor and the authority

Our responsibility as auditors to complete a limited assurance review is set out by the National Audit Office (NAO). A limited assurance review is not a full statutory audit, it does not constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and hence it does not provide the same level of assurance that such an audit would. The UK Government has determined that a lower level of assurance than that provided by a full statutory audit is appropriate for those local public bodies with the lowest levels of spending.

Under a limited assurance review, the auditor is responsible for reviewing Sections 1 and 2 of the Annual Governance and Accountability Return in accordance with NAO Auditor Guidance Note 02 (AGN 02) as issued by the NAO on behalf of the Comptroller and Auditor General. AGN 02 is available from the NAO website – <https://www.nao.org.uk/code-audit-practice/guidance-and-information-for-auditors/>.

This authority is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The authority prepares an Annual Governance and Accountability Return in accordance with *Proper Practices* which:

- summarises the accounting records for the year ended 31 March 2024; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors

### 2 External auditor limited assurance opinion 2023/24

Except for the matters report below on the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return, in our opinion the information in Sections 1 and 2 of the Annual Governance and Accountability Return is in accordance with the *Proper Practices* and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

We note that the figure entered in Box 8 in the current year (2024) column of 2023/24 Section 2 does not agree to the total per the bank reconciliation by £48. The Council should investigate this difference and ensure that the bank reconciliation reconciles accurately. Once this difference has been resolved, the Council should provide us with a reason for this difference when submitting next year's return and consider whether any of the figures entered in the prior year (2024) column on the 2024/25 Section 2 need restating and marked accordingly.

The council has recorded a 'Yes' response at Assertion 1 effectively reporting that it has put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements in accordance with the Accounts and Audit Regulations. The bank reconciliation provided does not equal Box 8 of Section 2 as per Paragraph 2.24 of JPAG Practitioners' Guide 2023. In addition to this, it appears that there are differences between petty cash vouchers and the cash book. Therefore, Assertion 1 of Section 1 should have been answered 'No'.

On review of the full Internal Auditor report provided on submission, it appears that the Council did not review their statement of internal control policy during the 2023/24 financial year and on review of the Council's website it appears this policy was last reviewed in September 2022. The Council is required to review the effectiveness of its internal controls on an annual basis as per the Accounts and Audit Regulations 2015 Section 6 Paragraph 1 and the JPAG Practitioners Guide 2023 at Paragraph 1.20. Therefore, the Council should have answered 'No' to Assertion 2 on its Annual Governance Statement.

Box 11a was not completed on Section 2 Accounting Statements when the form was submitted, therefore the form is incomplete. This issue was also raised on the prior year's External Audit Report and hence this issue was not appropriately actioned. The Council therefore should have answered 'No' to Assertion 7 of Section 1 of the Annual Governance and Accountability Return which relates to taking appropriate action on matters reported from internal and external audit.

Section 14(1) of the Audit and Accounts Regulations 2015 requires the period of public rights should be a 'single period of 30 working days'. The Council provided a period of 29 working days in 2023-24 for the review of their records which is a breach of the regulation, and we would anticipate the Council taking this into account when it completes Assertion 4 on its 2024/25 Annual Governance Statement. In future the council should ensure that it calculates and provides a period of precisely 30 working days.

Other matters not affecting our opinion which we draw to the attention of the authority:

The Internal Auditor has answered 'Yes' to Control Objective 1 of their report which relates to periodic bank reconciliations being properly carried out. As the year end reconciliation does not accord with the accounts, we would have expected the answer to this to have been 'No'.

### 3 External auditor certificate 2023/24

We certify that we have completed our review of Sections 1 and 2 of the Annual Governance and Accountability Return, and discharged our responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2024.

External Auditor Name

 **MOORE**

External Auditor Signature



Date

26/09/2024

**Smaller Authority: NEW FRANKLEY IN BIRMINGHAM PARISH COUNCIL**

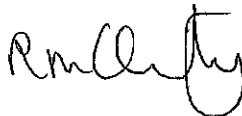
**NOTICE OF CONCLUSION OF ANNUAL AUDIT**

**ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2024  
Accounts and Audit Regulations 2015**

- 1 The audit of accounts for NEW FRANKLEY IN BIRMINGHAM PARISH COUNCIL for the year ended 31 March 2024 has been completed and the accounts have been published.**
- 2 The Annual Return is available for inspection by any local government elector in the area of NEW FRANKLEY IN BIRMINGHAM PARISH COUNCIL on application to**
  - (a) Rachael Anstey**
  - (b) 12 Arden Road  
Frankley  
Birmingham  
B45 0JA**
  - (c) Email: [clerk@newfrankleyinbirminghamparishcouncil.gov.uk](mailto:clerk@newfrankleyinbirminghamparishcouncil.gov.uk) Tel. 0121 4579410  
office hours: 9am – 1pm, Monday – Friday**
- 3 Copies will be provided to any person on payment of £nil for each copy of the Annual Return**

**Announcement made by**

**Rachael Anstey**



**Date of Announcement**

**9 October 2024**