DATE	DESCRIPTION	CHQ No.	EXPENDITURE	INCOME	BALANCE	VAT-incl		
24/05/21	Balance B/Fwd				8365.38			
24/05/21	Clerks Salary and Expenses	669	350.00		8015.38			
	Exhall Village Hall	670	500.00		7515.38			
	Warwickshire Air Ambulance	671	50,00		7465.38			
	Kenneth Dunn (Internal Audit)	672	40.00		7425.38			
24/05/21		673	123.00		7302.38			
	Insurance (BHIB Ltd)	674	322.11		6980.27	Signed		
	Precept 50%			1800.00	8780.27			
	Clerks Salary and Expenses	675	350.00		8430.27			
	Parish Plan Covering Letter	676	10.00		8420.27	Clir Jon Buxton - Ch	airman	\cap
	Clerks Salary and Expenses	677	350.00		8070.27	61		11 11
	Precept 50%			1800.00	9870.27	Macao	· A	Tomal /
	Clerks Salary and Expenses	678	350.00		9520.27	Signed 77 L	1.1)	1 Clarello
	J Buxton (Website)	679	45.55		9474.72	//		'
24/01/22	AED Pads and Battery	680	328.80		9145.92	Karen Parnell - Res	ponsible F	inancial Officer
					9145.92			
					9145.92			
					9145.92	Deposit Account £	934	61
					9145.92			
					9145.92	Current Account £	9145	92
					9145.92			
					9145.92			
					9145.92	Totals £	10080	53
					9145.92			
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			2819.46	3600.00				

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1	DATE	DESCRIPTION		PENDITU	INCOME	BALANCE	VAT- in	ci ci	-	_ ^	_	n/l	- 19	0
5							1		-					
5 6 7	23/05/22	Balance B/Fwd				9145.92			9					
7		Clerks Salary and Expenses	681	350.00		8795.92								
	23/05/22	Exhall Village Hall	682	500.00		8295.92			5					
9		Warwickshire Air Ambulance	683	50.00	-	8245.92								
9 10		Kenneth Dunn (Internal Audit)	684/87	50.00		8195.92								
11	23/05/22		685	123.00		8072.92			1					
12		Insurance (BHIB Ltd)	687	120.00		8072.92		Signer	i					
12 13 14 15		Precept 50%	40.		1800.00			Oignee	1		1			
14		J Buxton (Website)	686	35.99	1000.00	9836.93								
15		Clerks Salary and Expenses	688	350.00		9486.93		Clir lo	n Buxton - C	hairman				
16	26/09/22	Clerks Salary and Expenses	689	350.00		9136.93		Oili 30	II DUXIOII - C	nidiiiidii	1	-		
17	26/09/22	Precept 50%	000	000.00	1800.00				9			-		
17 18		Clerks Salary and Expenses	690	350.00	1000.00	10586.93		Cianos		1	! !			
19	20:0::20	Clorke Galary and Expenses	000	550.00		10586.93	-	Signed						
20						10586.93		Karan	Parnell - Re	ononoiblo	Financ	ial Offi		
21						10586.93		raieii	ranien - Ke	sporsible	rinanc	iai Uiii	Jer	
22			1			10586.93	-				-			
23						10586.93		Donos	it Account £		024			
24			 			10586.93	-	Depos	R ACCOUNT £		934	59		
25			 			10586.93	 	Curron	+ A + C			-		
26						10586.93		Curren	t Account £					
27						10586.93			200					
20			1			10586.93		T-4-1-			1			
28 29			1			10586.93		Totals	£		-			
30			1											
31			1			10586.93		-						
32						10586.93	-							
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36 37				2158.99	3600.00							- 1		
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39 40			1											
40				1017.00							- 1			
41				4317.98	7200.00						1			
43		4												
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42 43 44 45 46 47 48 49											1			
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Budget 2023-2024	1400.00 0.00 360.00	50.00 50.00 50.00 565.00	00000	50.00		125.00	00.00 00.00 00.00	600.00	3600.00			3600.00	
Budget 2022-2023	1400.00 0.00 360.00	50.00 0.00 600.00 0.00 675.00	0000	40.00		125.00	00.00 00.00 00.00	500.00	3600.00			3600.00	
Year to Date 2022-2023	1400.00 0.00 0.00	50.00 0.00 0.00 0.00 0.00 0.00 0.00	0.0 0.0 0.0 0.0 0.0 0.0	35.99	1485.99	123.00	20.0g	200.00	2158.99	3600.00	3600.00		
Meeting Mar					0.00				0.00		0.00	0.00	0.00
Meeting Feb					0.00				0.00		0.00		0.00
Meeting Jan	350.00				350.00				350.00		0.00	350.00	0.00
Meeting Dec					0.00				0.00		0.00		0.00
Meeting I Nov					0.00				0.00		0.00		0.00
Meeting Oct	350.00				350.00				350.00	1800.00	1800.00	1450.00	0.00
Meeting Sep				;	0.00				0.00		0.00		0.00
Meeting Aug					0.00				0.00		0.00		0.00
Meeting Jul	350.00				350.00				350.00		0.00	350.00	0.00
Meeting June				,	0.00				0.00		0.00		0.00
Meeting May	350.00	50.00		35.99	435.99	123.00	50.00	200.00	1108.99	1800.00	1800.00		0.00
Meeting Apr				į	0.00				0.00		0.00		0.00
Expense Type	Clerk salary Telephone/Travelling/Office Costs BHIB insurance	Internal Audit External Audit Traffic calming Parish Plan Village Event Village Maintenance	raining /Advertising for Clerk / Cirrs Election	Website/Internet Build to reserves	Total	Subscriptions & Donations WALC	iviagazine Air Ambulance Villacia Malntananca	Village Hall St Giles Church	Total Expenditure	Precept Bank Inferest HM Treasury	VAI rectain Total Income	This Period Transactions	9145.92

Exhall Parish Council

Income and Expenditure Account for the year ended 31st March 2023

Income		2022	2022
Precept		3600	3600
Council Tax Support Grant		0	0
Bank Interest		0	0
Insurance Refund		0	0
Defribulator		0	0
VAT Reclaim		0	0
		0	Ö
,	Total Income	<u>3600</u>	3600
Expenditure			
Defribulator		0	0
Salaries/Expenses		1400	1400
Telephone Box		0	0
Election		0	0
Internet server		0	0
Parish Plan		10	10
Internal Audit		40	40
External Audit		0	0
Air Ambulance		50	50
Insurance		322	322
Jubilee		0	0
Postbox		0	0
Village Maintenance		329	329
WALC Website/Internet		123	123
		45	45
Mowing Donation Parochial Church Council		0	0
Village Hall		0	0
	Total Expenditure	500	500
	rotal Expellulture	<u>2819</u>	<u>2819</u>
Surplus (deficit) for year		704	704
ourplus (delicity for year		<u>781</u>	<u>781</u>
Cumulative fund balance at 1st April		9300	9300
Total income for year		3600	3600 3600
Deduct total expenditure		3600 2819	3600 2819
Doddor total experience		2019	2019
Balance carried forward		10081	10081
		10001	10001

Annual Governance and Accountability Return 2021/22 Form 2

To be completed only by Local Councils, Internal Drainage Boards and other smaller authorities* where the higher of gross income or gross expenditure was £25,000 or less, that meet the qualifying criteria, and that wish to CERTIFY themselves as EXEMPT from a limited assurance review

Guidance notes on completing Form 2 of the Annual Governance and Accountability Return 2021/22

- 1. Every smaller authority in England where the higher of gross income **or** gross expenditure was £25,000 or less **must**, following the end of each financial year, complete Form 2 of the Annual Governance and Accountability Return in accordance with *Proper Practices*, unless the authority:
 - a) does not meet the qualifying criteria for exemption; or
 - b) does not wish to certify itself as exempt
- 2. Smaller authorities where the higher of all gross annual income or gross annual expenditure does not exceed £25,000 and that meet the qualifying criteria as set out in the Certificate of Exemption are able to declare themselves exempt from sending the completed Annual Governance and Accountability Return to the external auditor for a limited assurance review provided the authority completes:
 - a) The **Certificate of Exemption**, page 3 and returns a copy of it to the external auditor **either** by email **or** by post (not both) **no later than 30 June 2022.** Failure to do so will result in reminder letter(s) for which the Authority will be charged £40 +VAT for each letter; and
 - b) The Annual Governance and Accountability Return (Form 2) which is made up of:
 - Annual Internal Audit Report (page 4) must be completed by the authority's internal auditor.
 - Section 1 Annual Governance Statement (page 5) must be completed and approved by the authority.
 - Section 2 Accounting Statements (page 6) must be completed and approved by the authority.
 NOTE: Authorities certifying themselves as exempt SHOULD NOT send the completed Annual Governance and Accountability Return to the external auditor.
- 3. The authority **must** approve Section 1 Annual Governance Statement before approving Section 2 Accounting Statements and both **must** be approved and published on the authority website/webpage **before 1 July 2022.**

Publication Requirements

Smaller authorities **must** publish various documents on a publicly available website as required by the Accounts and Audit Regulations 2015, the Local Audit (Smaller Authorities) Regulations 2015 and the Transparency Code for Smaller Authorities. These include:

- Certificate of Exemption, page 3
- Annual Internal Audit Report 2021/22, page 4
- Section 1 Annual Governance Statement 2021/22, page 5
- Section 2 Accounting Statements 2021/22, page 6
- Analysis of variances
- · Bank reconciliation
- Notice of the period for the exercise of public rights and other information required by Regulation 15 (2), Accounts and Audit Regulations 2015.

Limited Assurance Review

Any smaller authority may request a limited assurance review. If so, the authority should not certify itself as exempt or complete the Certificate of Exemption. Instead it should complete Form 3 of the AGAR 2021/22 and return it to the external auditor together with the supporting documentation requested by the external auditor. The cost to the authority for the review will be £200 +VAT.

Provided that the authority certifies itself as exempt, and completes and publishes the documents listed under 'Publication Requirements', there is no requirement for the authority to have a review.

If it decides to certify itself as exempt, the authority must complete and return the Certificate of Exemption on Page 3 to the external auditor to confirm that it has certified itself exempt.

The Annual Governance and Accountability Return constitutes the annual return referred to in the Accounts and Audit Regulations 2015. Throughout, the words 'external auditor' have the same meaning as the words 'local auditor' in the Accounts and Audit Regulations 2015.

*for a complete list of bodies that may be smaller authorities refer to schedule 2 to the Local Audit and Accountability Act 2014.

Annual Internal Audit Report 2021/22

Exhall Parish Council

exhallparishcouncil.org.uk

During the financial year ended 31 March 2022, this authority's internal auditor acting independently and on the basis of an assessment of risk, carried out a selective assessment of compliance with the relevant procedures and controls in operation and obtained appropriate evidence from the authority.

The internal audit for 2021/22 has been carried out in accordance with this authority's needs and planned coverage. On the basis of the findings in the areas examined, the internal audit conclusions are summarised in this table. Set out below are the objectives of internal control and alongside are the internal audit conclusions on whether, in all significant respects, the control objectives were being achieved throughout the financial year to a standard adequate to meet the needs of this authority.

Internal control objective	Yes	No*	Not
A. Appropriate accounting records have been properly kept throughout the financial year.	1	140	covered**
B. This authority complied with its financial regulations, payments were supported by invoices, all expenditure was approved and VAT was appropriately accounted for.	V		Control and a service of the service
C. This authority assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these.	V		
D. The precept or rates requirement resulted from an adequate budgetary process; progress against the budget was regularly monitored; and reserves were appropriate.	V		
E. Expected income was fully received, based on correct prices, properly recorded and promptly banked; and VAT was appropriately accounted for.	V		
F. Petty cash payments were properly supported by receipts, all petty cash expenditure was approved and VAT appropriately accounted for.	V		*
G. Salaries to employees and allowances to members were paid in accordance with this authority's approvals, and PAYE and NI requirements were properly applied.	V		
H. Asset and investments registers were complete and accurate and properly maintained.	V	Name and Address of the Owner, where the Owner, which is	1
Periodic bank account reconciliations were properly carried out during the year.	V	ALEXANDER OF THE PARTY OF THE P	A STATE OF THE PARTY OF THE PAR
J. Accounting statements prepared during the year were prepared on the correct accounting basis (receipts and payments or income and expenditure), agreed to the cash book, supported by an adequate audit trail from underlying records and where appropriate debtors and creditors were properly recorded.	V		
K. If the authority certified itself as exempt from a limited assurance review in 2020/21, it met the exemption criteria and correctly declared itself exempt. (If the authority had a limited assurance review of its 2020/21 AGAR tick "not covered")	V		
L. The authority publishes information on a free to access website/webpage up to date at the time of the internal audit in accordance with any relevant transparency code requirements	V		
M. The authority, during the previous year (2020-21) correctly provided for the period for the exercise of public rights as required by the Accounts and Audit Regulations (evidenced by the notice published on the website and/or authority approved minutes confirming the dates set).	V		
N. The authority has complied with the publication requirements for 2020/21 AGAR (see AGAR Page 1 Guidance Notes).	V		
O. (For local councils only) Trust funds (including charitable) – The council met its responsibilities as a trustee.	Yes	No	Not applicable

For any other risk areas identified by this authority adequate controls existed (list any other risk areas on separate sheets if needed).

Section 1 – Annual Governance Statement 2021/22

We acknowledge as the members of:

Exhall 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 2022, that:

	Ag	reed				
	Yes	No	'Yes' m	eans that this authority:		
We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.	V		prepare with the	ed its accounting statements in accordance Accounts and Audit Regulations.		
We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	V		made p for safe its char	roper arrangements and accepted responsibility guarding the public money and resources in ge.		
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.	V		has onl complie	y done what it has the legal power to do and has and 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.	V		during t	he year gave all persons interested the opportunity to 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.	V		conside faces ar	considered and documented the financial and other risks it aces and dealt with them properly.		
We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.	V		arranged for a competent person, independent of the fina controls and procedures, to give an objective view on wh internal controls meet the needs of this smaller authority.			
We took appropriate action on all matters raised in reports from internal and external audit.	V		responded to matters brought to its attention by internal 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.	V		disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.			
 (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	has met all of its responsibilities where as a body corporate it is a sole managing trustee of a local trust or trusts.		

^{*}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:

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

Section 2 - Accounting Statements 2021/22 for

Exhall Parish Council

	Year e	ending	Notes and guidance				
	31 March 2021 £	31 March 2022 £	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.				
Balances brought forward	9,263	9,300	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	3,600	3,600	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.				
3. (+) Total other receipts	1	0	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	1,400	1,400	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	0	0	Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).				
6. (-) All other payments	2,164	1,419	Total expenditure or payments as recorded in the cash- book less staff costs (line 4) and loan interest/capital repayments (line 5).				
7. (=) Balances carried forward	9,300	10,081	Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).				
Total value of cash and short term investments	9,300	10,081	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	0	0	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	0	0	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).				
11. (For Local Councils Only) Disclosure note re Trust fur		No N/A	The Council as a body corporate acts as sole trustee for and is responsible for managing Trust funds or assets.				
(including charitable)		V	N.B. The figures in the accounting statements above do not include any Trust transactions.				

I certify that for the year ended 31 March 2022 the Accounting Statements were Statements in this Annual Governance and Accountability | I confirm that these Accounting Statements were approved by this authority on this date: