



**SHAVINGTON**  
CUM  
**GRESTY**

## Report Statement

Meeting: Finance Committee

Report Purpose: To provide Members an update with regards to the external auditor comments on the AGAR submitted

Version Control: v0

Author: Clerk

### 1. Report Summary

The reports provide Members an update with regards to the informal comments received from the external Auditor with regards to the AGAR submitted

### 2. Background

On July, 8<sup>th</sup> 2021 the Clerk submitted the approved AGAR together with the accompanying documents to the external auditor.

### 3. Position

An informal report has been received from the external auditor with two “except from” matters arised:

- The smaller authority has disclosed that it made proper provision during the year 2020/21 for the exercise of public rights, by answering ‘Yes’ to Section 1, Assertion 4. However, as was reported last year, we are aware that it failed to do this and therefore should have answered ‘No’ to this assertion. It has also disclosed that it took appropriate action on all matters raised in reports from internal and external audit, by answering ‘Yes’ to Section 1, Assertion 7, which, on the basis of the above, is not correct. Section 2
- The smaller authority failed to approve the AGAR in time to publish it before 1 July 2021, the date required by the Accounts and Audit Regulations 2015, and did not disclose this by answering ‘No’ to Section 1, Box 1.

Please note these are subject to review and approval of the engagement lead.

### 4. Governance

Shavington cum Gresty Parish Council Finance Regulation 2021/22

### 5. Financial Impact

Neutral

### 6. Resource Impact

Clerk time



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## **7. Conclusions**

Members asked to note the informal report



## Report Statement

Meeting: Finance Committee 29.09.2021

Report Purpose: To inform the budget 2022/23 process

Version Control: v1

Author: Clerk

### 1. Report Summary

The purpose of this report is to present for Members' consideration, comments and recommendation the draft 2022/23 budget for the Finance Committee.

### 2. Background

- Members approved the Budget Setting Schedule for the setting of the Council's 2022/23 Budget at the Full Parish Council meeting on July, 7th 2020
- The Budget Setting Schedule provided the timeframe for the setting of the budgets and the reporting of the draft budget to the various Committees of the Council
- The draft 2022/23 Finance Committee Budget is set out in this report and the attached appendix for Members' consideration
- The draft 2022/23 Finance Committee Budget has been developed to support Parish Council projects and day-to-day activities

### 3. Position

- The detailed draft 2022/23 Finance Budget is attached at Appendix 1 for Members' consideration
- Members will note that the attached draft budget figures include references to the 2021/22 budget. These are shared to enable Members to take these figures into account, in their consideration of the draft 2022/23 budget proposals
- The Finance Committee budget covers the cost of the day-to-day activities of staff and delivery of project
- Audit fee cost code: cover the cost of Internal and External Audit
- Legal and professional fee budget: cover the cost of Rhino Safety for RA and JHD for GDPR support
- Website: this is £175\*12=£2,100 subscription (24 months from April 2020) plus £1,000 to allow update/review needed on the website to comply with regulations



- Office set up: budget for office furniture

#### **4. Governance**

Shavington-cum-Gresty Parish Council Financial Regulation  
Shavington-cum-Gresty Parish Council Budget Setting Schedule

#### **5. Financial Impact**

The financial implications for the Council are fully set out in the report.

#### **6. Wards Affected**

Finance Committee

#### **7. Consideration Sought**

It is recommended that Members consider the attached draft 2022/23 Finance Budget, and provide comments, feedback or proposed amendments in order to make their onwards recommendation to the Parish Council as defined by the Budget Setting Schedule.



**APPENDIX 1**

		2021/22 Budget expenditure	2020/21 Budget Income	2022/23 Draft Budget Expenditure	2022/23 Draft Budget Income	NET EXI INC
<b>Finance Committee</b>						
<b>Admin</b>						
	Staff Expenses	£1,250.00		£300.00		
	Stationary			£600.00		
	Accountancy software	£650.00		£650.00		
	ICT equipment	£2,000.00		£750.00		
	Staff Training	£500.00		£2,500.00		
	Members training	£500.00		£500.00		
	Audit Fees	£2,900.00		£1,500.00		
	Insurance			£2,700.00		
	Legal and professional fee			£1,500.00		
	Subscription (adobe/office/Chalc)	£4,450.00		£3,000.00		
	Telephones	£400.00		£500.00		
	Website	£2,100.00		£3,100.00		
	Office set up			£800.00		
	Miscellaneous/Expenses			£750.00		
	<b>SUB TOTAL</b>	<b>£14,750.00</b>	<b>£0.00</b>	<b>£19,150.00</b>	<b>£0.00</b>	
<b>Income</b>						
	Precept		£142,540.00			
	VAT reclaim					
	Other income					
	<b>SUB TOTAL</b>	<b>£0.00</b>	<b>£142,540.00</b>	<b>£0.00</b>	<b>£0.00</b>	
	<b>COMMITTEE SUB TOTAL</b>	<b>£14,750.00</b>	<b>£142,540.00</b>	<b>£19,150.00</b>	<b>£0.00</b>	



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