LOCAL COUNCILS IN ENGLAND AND WALES

ANNUAL RETURN

FOR THE YEAR ENDED 31 MARCH 2003

PIRTON PARISH

COUNCIL/MEETING

SECTION 1 - THE STATEMENT OF ACCOUNTS

I certify that the statement of accounts contained in this annual return presents fairly the financial position of the council and its income and expenditure, or properly presents receipts and payments, as the case may be, for the period ended 31 March 2003.

(Responsible Financial Officer) WWW Dully Date 21-8-03
I confirm that these accounts were approved by the council and recorded as council minute reference
dated 21-8-03 Signed on behalf of the above council
(Chair of meeting approving council's accounts)
Control of the contro

In completing the boxes below please explain any significant variances on a <u>separate sheet</u> and send this to the external auditor together with a copy of your bank reconciliation as at 31 March 2003. See page 6 for guidance.

		Year o	ending	Notes and Guidance for Compilers
<u> </u>		31 March 2002 £	31 March 2003 £	General: Please round all figures to nearest £. Do not leave any boxes blank and report £0 or Nil balances. All figures must agree to the council's underlying financial records for the relevant year.
1	Balances brought forward	10160	23504	Total balances and reserves at the beginning of the year as recorded in the council's financial records.
2	(+) Annual precept	19680	20172	Total amount of precept income received in the year.
3	(+) Total other receipts	11995	8369	Total income or receipts as recorded in the cashbook minus the precept.
4	(-) Staff costs	\$ 000	7070	Total expenditure or payments made to and on behalf of all council employees. Include salaries and wages, PAYE and NI (employees and employers), pension contributions and related expenses.
5	(-) Loan interest/ capital repayments	971	3693	Total expenditure or payments of capital and interest made during the year on the council's borrowings (if any).
6	(-) Total other payments	12360	22.246	Total expenditure or payments as recorded in the cashbook minus staff costs (line 4) and loan/interest expenditure/payments (line 5).
7.	(=) Balances carried forward	23 SOH	19036	Total balances and reserves at the end of the year. (Must equal (1+2+3) - (4+5+6))
8	Total cash & investments	23 503	19036	The sum of all current and deposit bank accounts, cash holdings and investments held as at 31 March – to agree with bank reconciliation.
9	Total fixed assets	188,288	164,469	The recorded current book value at 31 March of all tangible fixed assets owned by the council as recorded in the asset register.
10	Total borrowings	7630	\$366	The outstanding capital balance as at 31 March of all loans from third parties (usually PWLB).

SECTION 2 - STATEMENT OF ASSURANCE

We acknowledge as the members of PILTON PARISH our responsibility for the preparation of the accounts and confirm, to the best of our knowledge and

belief, with respect to the council's accounts for the year ended 31 March 2003, that:

1	we have approved the accounts which have been prepared in accordance with the requirements of the
	prepared in accordance with the requirements of the
	Accounts and Audit Regulations and proper practices.

- 2 we have maintained an adequate system of internal control, including measures designed to prevent and detect fraud and corruption.
- 3 we have taken all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and codes of practice which could have a significant financial effect on the ability of the council to conduct its business or on its finances.
- 4 we have provided proper opportunity for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.
- 5 we have carried out an assessment of the risks facing the council and taken appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.
- 6 we have maintained an adequate and effective system of internal audit of the council's accounting records and control systems.
- 7 we have taken what we consider to be appropriate action on all matters raised in previous reports from the internal and external auditors.
- 8 we are not aware of any litigation, liabilities or commitments, events or transactions, occurring either during or after the end of the financial year being reported, other than those included in the accounts.

Agreed – Yes or No*	'Yes' means that the council:
yes	prepared its accounts in the way prescribed by law:
yes	made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.
yes	has only done things that it has the legal power to do and has conformed to codes of practice and standards in the way it has done so.
yes	has given all persons interested the opportunity to inspect and ask questions about the council's accounts.
ges	considered the financial and other risks it faces in the operation of the council and has dealt with them properly.
yes	arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether these meet the needs of the council.
yes	has taken appropriate action in response to matters brought to its attention by auditors.
W.S.	disclosed everything it should have about its business during the year including events taking place after the year-end if relevant.

This Statement of Assurance is approved by the council and recorded as council minute reference

117-03 dated 21-8-03

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Signed by:	Chair 💹	$-\mathcal{U}$	WXC.	- T. (199)		[Date [<u> 21 :</u>	(-0	<u>5</u>
Signed by:	Clerk	Mac	nolo	1000			Date [21-6	?- <i>0</i> ?	
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*Please provide explanations to the external auditor on a separate sheet for each 'No' response that has been given; and describe what action is being taken to address the weaknesses identified.

SECTION 3 - EXTERNAL AUDITOR'S CERTIFICATE AND OPINION

<u>Certificate</u>		
le certify that we have completed the aud	dit of the annual return of	
PIRTON PARISH	Council/ Meeting -	for the year ended 31 March 2003.
Respective responsibilities o	of the council and	the auditor
he council is responsible for the preparat accounts and Audit Regulations and for the summarises the council's accounting to	he preparation of an annu	al return which:
confirms and provides assurance on t		
Our responsibility is to conduct an audit in and, on the basis of our review of the ann natters that come to our attention give ca equirements have not been met.	n accordance with guidan	ce issued by the Audit Commission information, to report whether any
External Auditor's report		
contained in the annual return is in accomatters have come to our attention givin requirements have not been met. (*deleter)	ng cause for concern that	nmission's requirements and no relevant legislation and regulatory
	(0	ontinue on a separate sheet if require
Other matters not affecting our opinion	which we wish to draw to	the attention of the council/meeting;
;		
	(0	continue on a separate sheet if require
External Auditor's signature	Which is	wè
External Auditor's name Lubbock	FINE	Date 28/19/3
External Auditor's name Lu68cc	Whoch is	₩È Date 2∂//0/03

The auditor signing this page has been appointed by the Audit Commission and is reporting to you that they have carried out and completed all the work that is required of them by law. For further information please refer to the Audit Commission's publication entitled Statement of Responsibilities of Local Councils and their Auditors.