

Local Councils in England
Annual return
for the year ended 31 March 2005

PIRTON PARISH

COUNCIL/MEETING

Section 1 – The statement of accounts

In completing the boxes below please explain any significant variances, including any difference between Box 7 and Box 8, on a separate sheet and send this to the external auditor together with a copy of your bank reconciliation as at 31 March 2005. See page 6 and the *Practitioners' Guide* for guidance.

	31 March 2004 £	31 March 2005 £	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	19,036	28,243	Total balances and reserves at the beginning of the year as recorded in the council's financial records.
2 (+) Annual precept	20,778	21,400	Total amount of precept income received in the year.
3 (+) Total other receipts	8,148	13,222	Total income or receipts as recorded in the cashbook minus the precept.
4 (-) Staff costs	6,885	6,661	Total expenditure employees, incl and employers),
5 (-) Loan interest/ capital repayments	693	693	Total expenditure during the year
6 (-) Total other payments	12,141	24,842	Total expenditure staff costs (line 4
7 (=) Balances carried forward	28,243	30,669	Total balances £ (1+2+3) - (4+5-
8 Total cash & investments	28,243	30,669	The sum of all c holdings and inv bank reconciliati
9 Total fixed assets and long term assets	191,161	232,466	The recorded cu owned by the c to third parties.
10 Total borrowings	5,199	5,015	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).

Box 10
FIGURES
INCORRECT.
Should be:-
2003/4 - 5,109
2004/5 £4,916

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 year ended 31 March 2005.

Signed by Responsible Financial Officer:

J M Smart

Date 9th June 2005

I confirm that these accounts were approved by the council and recorded as council minute reference: 267-05

Date 9th June 2005

Signed by Chair of meeting approving council's accounts:



Date 9 June 2005

Section 2 – Statement of assurance

We acknowledge as the members of PIRTON PARISH COUNCIL/MEETING our responsibility for the preparation of the statement of accounts and for the council's internal controls, and confirm, to the best of our knowledge and belief, with respect to the council's statement of accounts for the year ended 31 March 2005 in section 1, that:

	Answer Yes or No	Comments (if the answer is 'No')
1 we have approved the statement of accounts which has been prepared in accordance with the requirements of the Accounts and Audit Regulations and proper practices.	YES	prepared its statement of accounts in the way prescribed by law.
2 we have maintained an adequate system of internal control, including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	YES	made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.
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.	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.
4 we have provided proper opportunity for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.	YES	has given all persons interested the opportunity to inspect and ask questions about the council's accounts.
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.	YES	considered the financial and other risks it faces in the operation of the council and has dealt with them properly.
6 we have maintained an adequate and effective system of internal audit of the council's accounting records and control systems.	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.
7 we have taken what we consider to be appropriate action on all matters raised in previous reports from the internal and external auditors.	YES	has taken appropriate action in response to matters brought to its attention by auditors.
8 we have considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year end, have a financial impact on the council and, where appropriate have included them in the statement of accounts.	YES	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

267.05 dated 9th JUNE 2005

Signed on behalf of PIRTON PARISH COUNCIL/MEETING

Signed by: Chair [Signature] Date 9 JUNE 2005

Signed by: Clerk JMSmart Date 9th June 2005

* 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.

