

Small Body Name ..... PARRETT INTERNAL DRAINAGE BOARD .....

NOTICE OF CONCLUSION OF AUDIT

Accounts year ended 31 March 2013

Audit Commission Act 1998

The Accounts and Audit (England) Regulations 2011

Insert date of placing the Notice

1. Date of Notice ..... 16 / 10 ..... / 2013.

The date of conclusion of the audit is the date shown on the Auditor's Certificate and Report at Section 3 of the Annual Return.

2. Notice

The Audit of the Council's Accounts for the above year has been concluded on

..... 20/09/2013 ..... by Grant Thornton UK LLP.

The Accounts must be published on conclusion of the Audit or on 30<sup>th</sup> September whichever is the earlier.

3. Publication of Accounts.

A copy of the Statement of Accounts and the Auditor's Certificate and Report thereon has been published.

The Statement of Accounts consists of sections 1, 2 and 3 of the Annual Return.

Notice of these rights is required by the Act.

4. Local Government Elector's Rights

A Local Government Elector for the Parish may obtain, inspect or take a copy of the Statement of Accounts and Auditor's Certificate and Report by arrangement with the Clerk at the address and times set out below.

Complete as locally appropriate

5. Days and times of availability

..... BETWEEN 10 am AND 4.30 pm .....  
..... 21/10/2013 + 01/11/2013 .....

Complete as locally appropriate

6. Address where the Documents may be inspected or purchased

..... 1 CHURCH STREET .....  
..... HIGHBRIDGE .....  
..... SOMERSET .....

Complete as appropriate

7. Signature and name of person giving Notice on behalf of Council

.....  ..... Clerk and / or Responsible Financial Officer

Amend if necessary

This Notice is to be displayed for 14 days.

# Section 1 – Accounting statements 2012/13 for

PARRETT

INTERNAL DRAINAGE BOARD

	Year ending		Notes and guidance
	31 March 2012 £	31 March 2013 £	
1 Balances brought forward	578,073	625,524	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 (+) Rates and special levies	781,537	782,279	Total amount of receipts or income in the year from direct rates on landowners and special levies on local authorities.
3 (+) All other income	1,810,421	782,778	Total receipts or income as recorded in the cashbook less the rates and special levies (line 2). Include all contributions from EA here.
4 (-) Watercourses and pumping stations	2,025,874	1,120,196	Total payments or expenditure including capital spending and employment costs on construction and maintenance of watercourses and pumping stations.
5 (-) Loan interest/capital repayments	0	0	Total payments or expenditure of capital and interest made during the year on the Board's borrowings (if any).
6 (-) All other payments	518,633	505,231	Total payments or expenditure as recorded in the cashbook less watercourses and pumping stations (line 4) and loan interest/capital repayments (line 5). Include all contributions to EA here.
7 (=) Balances carried forward	625,524	565,155	Total balances and reserves at the end of the year. Must equal (1+2+3) – (4+5+6)
8 Total cash and short term investments	1,445,326	1,423,523	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 other long term investments and assets	255,300	262,489	The original Asset and Investment Register value of all fixed assets, plus other long term assets owned by the Board 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).

I certify that for the year ended 31 March 2013 the accounting statements in this annual return present fairly the financial position of the Board and its income and expenditure, or properly present receipts and payments, as the case may be.

Signed by Responsible Financial Officer:

*[Signature]*

Date 11/06/2013

I confirm that these accounting statements were approved by the Board on this date:

11/06/2013

and recorded as Board minute reference:

ITEM 7 MINUTE REFERENCE

Signed by Chair of meeting approving these accounting statements:

*[Signature]*

Date 11/06/2013

## Section 2 – Annual governance statement 2012/13

We acknowledge as the members of: **PARRETT** INTERNAL DRAINAGE BOARD  
 our responsibility for ensuring that there is a sound system of internal control, including 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 2013, that:

	Agreed –		'Yes' means that the board:
	Yes	No*	
1 We approved the accounting statements prepared in accordance with the requirements of the Accounts and Audit Regulations and proper practices.	Yes		prepared its accounting statements in the way prescribed by law.
2 We maintained an adequate system of internal control, including measures designed to prevent and detect fraud and corruption, <b>and</b> reviewed its effectiveness.	Yes		made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.
3 We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and codes of practice that could have a significant financial effect on the ability of the board 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 provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.	Yes		during the year has given all persons interested the opportunity to inspect and ask questions about the board's accounts.
5 We carried out an assessment of the risks facing the board <b>and</b> took 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 and has dealt with them properly.
6 We maintained throughout the year an adequate and effective system of internal audit of the board's accounting records and control systems.	Yes		arranged for a competent person, independent of the board's financial controls and procedures, to give an objective view on whether internal controls meet the needs of the board.
7 We took appropriate action on all matters raised in reports from internal and external audit.	Yes		responded to matters brought to its attention by internal and 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 the board and where appropriate have included them in the accounting statements.	Yes		disclosed everything it should have about its business activity during the year including events taking place after the year-end if relevant.

This annual governance statement is approved by the board and recorded as minute reference

ITEM 8 MINUTE REFERENCE

dated 11/06/2013

Signed by:

Chair  \_\_\_\_\_

dated 11/06/2013

Signed by:

Clerk  \_\_\_\_\_

dated 11/06/2013

**\*Note:** Provide explanations to the external auditor on a separate sheet for each 'No'. Describe how the board will address the weaknesses identified.

# Section 3 – External auditor certificate and opinion 2012/13

## Certificate

We certify that we have completed the audit of the annual return for the year ended 31 March 2013 of:

**PARRETT** INTERNAL DRAINAGE BOARD

## Respective responsibilities of the board and the auditor


The board is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The board prepares an annual return in accordance with proper practices which:

- summarises the board accounting records for the year ended 31 March 2013; and
- confirms and provides assurance on those matters that are important to our audit responsibilities.

Our responsibility is to conduct an audit in accordance with guidance issued by the Audit Commission and, on the basis of our review of the annual return and supporting information, to report whether any matters that come to our attention give cause for concern that relevant legislation and regulatory requirements have not been met.


## External auditor report

~~(Except for the matters reported below)~~\* on the basis of our review, in our opinion the information in the annual return is in accordance with proper practices and no matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met. (\*delete as appropriate).



(continue on a separate sheet if required)

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



(continue on a separate sheet if required)

External auditor signature

External auditor name  Date

**Note:** 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 Auditors and of Audited Small Bodies*.