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## **Llanboidy Community Council - Auditor General for Wales' Audit Certificate and report**

The Auditor General for Wales issued Llanboidy Community Council a qualified audit report. Details of the matters which have led to the qualification are detailed below:

### **Approval of the Annual Return**

The Accounts and Audit (Wales) Regulations 2014 require the Council to approve the accounting statements by the members meeting as a whole and for the Chair of the meeting to sign and date the Annual Return.

The approval of the Annual Return has not been documented by the Council in the minutes, therefore we are unable to gain assurance that the accounting statements were approved by the Council.

### **Notice of Appointment of Date for the Exercise of Electors' Rights**

The Council failed to publish the updated Notice of Electors' rights provided by Audit Wales in May 2020 with September dates.

In future years, the Council should ensure the notice is correctly displayed in accordance with Regulations 17 of the Accounts and Audit (Wales) Regulations 2014.

Additionally, during our review we identified some other matters that we wish to draw to the Council's attention which do not affect our audit opinion but should be addressed by the Council.

### **Accounting Statement, Box 14 – Trust fund disclosure note**

Box 14 on the Accounting Statement, trust funds disclosure note, was left unanswered for 2018/19 and 2019/20 on the Annual Return. The Council has confirmed that it does not act as a sole trustee nor is it responsible for managing trust funds or assets and so these boxes should read 'N/A'.

In future the Council should ensure the Annual Return is completed in full prior to the submission to External Auditors.

**Certification by the Chair before the Annual governance statement and Accounting statements have been signed and approved**

The Chair of the Council has certified the Accounting statements on 20 May 2020, before the Council considered them for approval between 5<sup>th</sup> August 2020. In future, the Council should ensure that the Chair or acting Chair certifies the Accounting statements **in the same meeting** as the authority considers and approves them in accordance with Regulation 15. The correct answer to the Annual Governance Statement, Assertion 1 is 'No'.

**Fixed Asset Register**

The Council have confirmed a figure of £2,280 for Box 12, Total fixed assets and long-term assets on the Accounting statements. This figure was supported by a fixed asset register dated August 2020; therefore we cannot gain assurance of the correct total value of the fixed asset register as at 31 March 2020. A formal schedule of assets should be maintained and regularly updated. The value should then be reflected in Box 12, total fixed assets and long-term assets on the Annual Return.

We also note that Box 12 include fixed assets that have been depreciated. In the future fixed assets should be valued on the Annual Return at purchase cost. Guidance on accounting for fixed assets is available in the One Voice Wales / SLCC publication "Governance and Accountability for Local Councils in Wales – A Practitioners Guide" chapter 17.

Yours sincerely,

*Grant Thornton UK LLP*

For and on behalf of the Auditor General for Wales

Date: 17 December 2020

Ref: WAL021