

Alresford Parish Council

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Date: 29th September 2022

Explanatory statement for external auditor's report Annual Return Section 3 "other matters"

The council was unable to publish its Annual Return by 1st July as it required approval in the July meeting held on 6th July. It was not approved in an earlier meeting as the internal auditor was unable to perform the internal audit before the June meeting, and it is a requirement that the internal audit be completed before the Annual Return is approved by the council. At the usual time of booking the auditor our Parish Clerk was suffering from Covid and so the earlier appointments were taken.

The council did appraise the external auditor (PKF Littlejohn) of the delay in advance of the deadline and requested additional time to submit its Annual Return. This was given, but no additional time for publishing the return was allowable. The Annual Return was published on 8th July, a week after the deadline and for the full 30 working days as set out in legislation.

Angela Baxter - Finance Officer

