

# Certificate of Exemption – AGAR 2019/20 Part 2

To be completed by smaller authorities where the higher of gross income or gross expenditure did not exceed £25,000 in the year of account ended 31 March 2020, and that wish to certify themselves as exempt from a limited assurance review under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015

There is no requirement to have a limited assurance review or to submit an Annual Governance and Accountability Return to the external auditor, **provided** that the authority has certified itself as exempt at a meeting of the authority after 31 March 2020 and a completed Certificate of Exemption is submitted no later than 30 June 2020 notifying the external auditor.

Sutton Parish Council

certifies that during the financial year 2019/20, the higher of the authority's total gross income for the year or total gross annual expenditure, for the year did not exceed £25,000

Total annual gross income for the authority 2019/20:

10,990 £00,000

Total annual gross expenditure for the authority 2019/20:

9,622 £00,000

There are certain circumstances in which an authority will be **unable to certify itself as exempt**, so that a limited assurance review will still be required. If an authority is **unable to confirm the statements below then it cannot certify itself as exempt** and it **must** submit the completed Annual Governance and Accountability Return Part 3 to the external auditor to undertake a limited assurance review for which a fee of £200 +VAT will be payable.

By signing this **Certificate of Exemption** you are confirming that:

- The authority was in existence on 1st April 2016
- In relation to the preceding financial year (2018/19), the external auditor has not:
  - issued a public interest report in respect of the authority or any entity connected with it
  - made a statutory recommendation to the authority, relating to the authority or any entity connected with it
  - issued an advisory notice under paragraph 1(1) of Schedule 8 to the Local Audit and Accountability Act 2014 ("the Act"), and has not withdrawn the notice
  - commenced judicial review proceedings under section 31(1) of the Act
  - made an application under section 28(1) of the Act for a declaration that an item of account is unlawful, and the application has not been withdrawn nor has the court refused to make the declaration
- The court has not declared an item of account unlawful after a person made an appeal under section 28(3) of the Act.

If you are able to confirm that the above statements apply and that the authority neither received gross income, nor incurred gross expenditure, exceeding £25,000, then the Certificate of Exemption can be signed and a copy submitted to the external auditor **either** by email **or** by post (not both).

The Annual Internal Audit Report, Annual Governance Statement, Accounting Statements, an analysis of variances and the bank reconciliation plus the information required by Regulation 15 (2), Accounts and Audit Regulations 2015 including the period for the exercise of public rights still need to be fully completed and, along with a copy of this certificate, published on a public website\* before 1 July 2020. **By signing this certificate you are also confirming that you are aware of this requirement.**

Signed by the Responsible Financial Officer

Date

*[Signature]*

04/07/2020

I confirm that this Certificate of Exemption was approved by this authority on this date:

04/07/2020

Signed by Chairman

Date

*[Signature]*

04/07/2020

as recorded in minute reference:

MINUTE: 138 19/20 III / III

Email of Authority

Bsummvint@hotmail.com

Telephone number

01702 549308

\*Published web address

WWW.SUTTONWINDSORANDPARISHCOUNCIL.CO.UK

**ONLY** this Certificate of Exemption should be returned **EITHER** by email **OR** by post (not both) as soon as possible after certification to your external auditor, but no later than 30 June 2020. Reminder letters incur a charge of £40 +VAT

20/06/20

## Contact details

Name of smaller authority: \_\_\_\_\_

### SUTTON PARISH COUNCIL

County Area (local councils and parish meetings only)

### ROCHFORD DISTRICT, ESSEX

Please complete this form and send it back to us with the AGAR or exemption certificate

	<b>Clerk/RFO (Main contact)</b>	<b>Chair</b>
<b>Name</b>	BARRY SUMMERFIELD	Mr C Tabor,
<b>Address</b>	SUTTON HALL COTTAGE, SUTTON ROAD, ROCHFORD, ESSEX, SS4 1LG	Sutton Hall, Shopland Road, Rochford, Essex. SS4 1LF
<b>Daytime telephone number</b>	01702 549308	01702 545730
<b>Mobile telephone number</b>		
<b>Email address</b>	BSUMMVINT@HOTMAIL.COM	tabor.farms@btinternet.com