



Devizes
Town Council

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SPECIAL FULL **COUNCIL**

You are summonsed to attend a meeting of the Devizes Town Council Committee at the following, place and date.

Date: 26 June 2018

Time: 7.00 pm

Venue: Council Chamber, Town Hall, St John's Street, Devizes

Enquiries: Town Hall - Tel: 01380 722160

Councillors:	Bridewell	Burton	Corbett
	Carter	P Evans	S Evans
	Gay	Geddes	Giraud-Saunders
	Godwin	Greenwood	Hopkins
	Johnson	Nash	Parsons
	Rose	Rowland	Shaw
	Stevens	Von Berg	Wooldridge

AGENDA

- 1. APOLOGIES FOR ABSENCE**
- 2. DISCLOSURE(S) OF INTEREST**

To receive any disclosures by a Councillor(s) and/or Officers in matters to be considered at this meeting in accordance with the provisions of Sections 94 or 117 of the Local Government Act 1972 or the National Code of Local Government Conduct.

- 3. To receive announcements and communications.**

4. To answer questions (if any) under standing order No. 15.
5. **REPORT FOR DECISION – APPROVAL OF ANNUAL RETURN 2017/18**

Recommendation

To approve the Annual return for the 2017/18 financial year.

Purpose of the Report

To consider and if agreed approve the Annual Return for the 2017/18 financial year.

Background

The Accounting & Audit (England) Regulations governing the production of the Council's accounts were amended on 31 March 2011. The new regulations allow the Council to adopt the Limited Assurance Audit Regime, the principal advantage being a considerable saving in audit fees and a less arduous audit regime.

Statutory accounts are now produced in the form of an Annual return with accompanying documents including an Annual Internal Audit report completed by the Town Councils internal auditor. These documents provide the data required by the external auditors to enable them to certify that they have completed a review of the Annual Return thereby discharging their responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2018.

It should be noted the financial year 2017/18 is the first year accounts have been prepared for the amalgamated Devizes Town Council and Roundway Parish Council. Members will recollect that following the advice received from the Council's Auditors, PKF Littlejohn LLP, the Annual Return for 2017/18 was approved at the Town Council meeting held on 7 June 2018 treating Devizes Town Council as a new authority and subsequently the previous year data being omitted from Annual Return and the accompanying documents.

The external auditors have recently received advice from Smaller Authorities' Audit Appointments Ltd who appointed them to be the Town Councils auditors. They have stated that they do not recognise Devizes Town Council as a new body and therefore the Annual Return must contain brought forward data from the 2016/17 financial year.

Regrettably, the amended annual accounts return is not available to be circuited with the agenda, therefore it will be made available to members at the meeting.

The deadline by which the Council is required to submit the Annual Governance and Accountability Return (AGAR) has been extended to 2 July 2018.

Options Considered

The Council are recommended to adopt the Annual Return for the 2017/18 financial year.

Implications & Risks

Financial and Resource Implications

Officers are not aware of any financial or resource implications.

Legal Implications and Legislative Powers

The Council are bound by legislation to adopt the Annual Return by the required date.

Environmental Implications

Officers are not aware of any environmental implications.

Risk Assessment

Failure to adopt the Annual Return could result in the auditor giving a qualified report.

Crime and Disorder

Officers are not aware of any implications with regard to crime and disorder.

6. TO PASS THE FOLLOWING SEALING RESOLUTION

THAT the Common Seal of the Council be affixed to or the Town Clerk do sign on behalf of the Council where appropriate any Orders, Deeds or Documents necessary to give effect to any of the matters and recommendations contained in the reports received and adopted at this meeting or other decisions of the Council thereat.

7. QUESTION TIME

A short time is allowed at the discretion of the Town Mayor for councillors to ask questions on matters which are not on the current agenda but which are related to matters which have been previously discussed on an agenda relevant to the committee.

At least 24 hours' notice must be given to officers of the intended question. All other matters should be raised on an agenda and the request should be submitted through the Town Clerk

8. PUBLIC PARTICIPATION

At the Chairman's discretion, members of the public attending the meeting will be allowed to ask questions addressed to the Chairman concerning the administration, function or responsibilities of the Council or upon a matter, which was the subject of debate at the meeting.

A person may also be permitted to make a statement or address the Council upon a matter of concern to that person which is relevant to local government, or to the Council's administration or upon a subject, which may be of general interest to the Council. A time limit of 5 minutes per person will be permitted, but this may be extended at the Chairman's discretion and a maximum period of 20 minutes has been allocated by the Council for this item of business.

Admin & Finance Manager