

## Section 1 – Annual governance statement 2016/17

We acknowledge as the members of:

Enter name of

smaller authority here:

**SNEILSON PARISH COUNCIL**

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 2017, that:

	Agreed		Yes* means that this smaller authority prepared its accounting statements in accordance with the Accounts and Audit Regulations.
	Yes	No*	
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.	✓		
2. We maintained an adequate system of internal control, including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	✓		
3. We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and proper practices that could have a significant financial effect on the ability of this smaller authority to conduct its business or on its finances.	✓		
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.	✓		
5. We carried out an assessment of the risks facing this smaller authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	✓		
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.	✓		
7. We took appropriate action on all matters raised in reports from 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 this smaller authority and, where appropriate have included them in the accounting statements.	✓		
9. (For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.	Yes	No	NA
			✓

This annual governance statement is approved by this smaller authority on:

9th May 2017

and recorded as minute reference:

17.27

Signed by Chair at meeting where approval is given:

JAMMISON

Clerk:

KAMGON

\*Note: Please provide explanations to the external auditor on a separate sheet for each 'No' response. Describe how this smaller authority will address the weaknesses identified.

## Section 2 – Accounting statements 2016/17 for

Enter name of smaller authority here:

**SNEILSON PARISH COUNCIL**

	Year ending		Notes and guidance
	31 March 2016 £	31 March 2017 £	
1. Balances brought forward	5116	4198	Please round all figures to nearest £1. Do not leave any boxes blank and report £0 or Nil balances. All figures must agree to underlying financial records.
2. (+) Precept or Rates and Levies	1200	1200	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.
3. (+) Total other receipts	61	20	Total amount of precept (or for IDBs, rates and levies) received or receivable in the year. Exclude any grants received.
4. (-) Staff costs	874	895	Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.
5. (-) Loan interest/capital repayments	0	0	Total expenditure or payments made to and on behalf of all employees. Include salaries and wages, PAYE and NI (employees and employers), pension contributions and employment expenses.
6. (-) All other payments	1305	694	Total expenditure or payments of capital and interest made during the year on the smaller authority's borrowings (if any).
7. (=) Balances carried forward	4198	3829	Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).
8. Total value of cash and short term investments	4198	3829	Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6)
9. Total fixed assets plus long term investments and assets	495	495	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.
10. Total borrowings	0	0	This cell shows the value of all the property the authority owns. It is made up of its fixed assets and long-term investments.
11. (For Local Councils Only) Disclosure note re Trust funds (including charitable)	Yes	No	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).
			The Council acts as sole trustee for and is responsible for managing Trust funds or assets. N.B. The figures in the accounting statements above do not include any Trust transactions.

I certify that for the year ended 31 March 2017 the accounting statements in this annual return present fairly the financial position of this smaller authority and its income and expenditure, or properly present receipts and payments, as the case may be.

Signed by Responsible Financial Officer:

KAMGON

Date

9th May 2017

I confirm that these accounting statements were approved by this smaller authority on:

9th May 2017

and recorded as minute reference:

17.27

Signed by Chair at meeting where approval is given:

JAMMISON