

## Section 2 – Accounting Statements 2024/25 for

### MUSGRAVE PARISH COUNCIL

|                                                             | Year ending        |                    | Notes and guidance                                                                                                                                                                                                                                                                                        |
|-------------------------------------------------------------|--------------------|--------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                             | 31 March 2024<br>£ | 31 March 2025<br>£ |                                                                                                                                                                                                                                                                                                           |
| 1. Balances brought forward                                 | 3081               | 2030               | 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.<br>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. |
| 2. (+) Precept or Rates and Levies                          | 3000               | 3000               | Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.                                                                                                                                                                                   |
| 3. (+) Total other receipts                                 | 140                | 201                | Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.                                                                                                                                                                     |
| 4. (-) Staff costs                                          | 1022               | 1241               | Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.                                                                                                   |
| 5. (-) Loan interest/capital repayments                     | —                  | —                  | Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).                                                                                                                                                                                        |
| 6. (-) All other payments                                   | 3168               | 2077               | Total expenditure or payments as recorded in the cash-book less staff costs (line 4) and loan interest/capital repayments (line 5).                                                                                                                                                                       |
| 7. (=) Balances carried forward                             | 2030               | 1913               | Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).                                                                                                                                                                                                                         |
| 8. Total value of cash and short term investments           | 2030               | 1913               | 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.                                                                                                                                                       |
| 9. Total fixed assets plus long term investments and assets | 66084              | 66084              | The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.                                                                                                                                                                        |
| 10. Total borrowings                                        | —                  | —                  | The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).                                                                                                                                                                                                          |

| For Local Councils Only                                    |  | Yes | No | N/A |
|------------------------------------------------------------|--|-----|----|-----|
| 11a. Disclosure note re Trust funds (including charitable) |  |     |    |     |
| 11b. Disclosure note re Trust funds (including charitable) |  |     |    |     |

I certify that for the year ended 31 March 2025 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority.

**Signed by Responsible Financial Officer before being presented to the authority for approval**

Heidi Strong

Date 12-5-25

I confirm that these Accounting Statements were approved by this authority on this date:

12-5-25

as recorded in minute reference:

06/0525

Signed by Chair of the meeting where the Accounting Statements were approved

Ena Dwyer

Section 3 – External Auditor’s Report and Certificate 2024/25

In respect of

ENTER NAME OF AUTHORITY

1 Respective responsibilities of the auditor and the authority

Our responsibility as auditors to complete a **limited assurance review** is set out by the National Audit Office (NAO). A limited assurance review is **not a full statutory audit**, it does not constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and hence it **does not** provide the same level of assurance that such an audit would. The UK Government has determined that a lower level of assurance than that provided by a full statutory audit is appropriate for those local public bodies with the lowest levels of spending.

Under a limited assurance review, the auditor is responsible for reviewing Sections 1 and 2 of the Annual Governance and Accountability Return in accordance with NAO Auditor Guidance Note 02 (AGN 02 as issued by the NAO on behalf of the Comptroller and Auditor General. AGN 02 is available from the NAO website – <https://www.nao.org.uk/code-audit-practice/guidance-and-information-for-auditors/> .

This authority is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The authority prepares an Annual Governance and Accountability Return in accordance with *Proper Practices* which:

- summarises the accounting records for the year ended 31 March 2025; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

2 External auditor’s limited assurance opinion 2024/25

(Except for the matters reported below)\* on the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return, in our opinion the information in Sections 1 and 2 of the Annual Governance and Accountability Return is in accordance with *Proper Practices* and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met. (\*delete as appropriate).

(continue on a separate sheet if required)

Other matters not affecting our opinion which we draw to the attention of the authority:

(continue on a separate sheet if required)

3 External auditor certificate 2024/25

We certify/do not certify\* that we have completed our review of Sections 1 and 2 of the Annual Governance and Accountability Return, and discharged our responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2025.

\*We do not certify completion because:

External Auditor Name

ENTER NAME OF EXTERNAL AUDITOR

External Auditor Signature

SIGNATURE REQUIRED

Date

DD/MM/YYYY