NOTICE OF CONCLUSION OF AUDIT

(AUDIT COMMISSION ACT 1998
ACCOUNTS AND AUDIT (ENGLAND) REGULATIONS 2011)

FOR

Polstead Parish Council

NOTICE is hereby given that the audit for the year ended 31 March 2013 was completed on

21 June 2013

and the accounts are now available for inspection by local electors in accordance with Section 14 of the Audit Commission Act 1998.

The requisite information as defined by Section 13(4) of the Accounts and Audit (England) Regulations 2011 is/is.net* displayed alongside this notice

(* Please delete as necessary)

If the requisite information is not displayed alongside this notice, it is available for inspection by appointment.

To arrange a viewing please contact

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	SUDBURY	COID)QH	
betwe	en the hours	of 09.	oo_ and _	1600
Dated:	(GAH AW	oust	2013
Signed:		B4.6	uuni	
		(Respon	nsible Finar	icial Officer)

Section 1 - Accounting statements 2012/13 for

POLSTEAD PARISH COUNCIL

Readers should note that throughout this annual return references to a 'local council' or 'council' also relate to a parish meeting.

	Year ending		Notes and guidance	
			Please round all figures to nearms \$1. Do not leave any boxon blank and report \$0 or Nil balances. All figures must agree to underlying financial records.	
Balances brought forward	8,953	11,895	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 (+) Annual precept	14,500	16,500	Total amount of precept received or receivable in the year.	
3 (+) Total other receipts	869	2,326	Total income or receipts its recorded in the cashbook less the precept received (line 2), include any grants received here.	
4 (-) Staff costs	3,877	4,192	Total expenditure or payments made to and on behalf of all employees. Include sitiates and wages. PAYE and Ni (employees and employers), pension contributions and employment expenses	
5 (-) Loan interest/capital repsyments	NI	NIL	Total expenditure or payments of capital and interest made during the year on the council's borrowings (flany).	
6 (-) All other payments	8,550	12,295	Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).	
7 (=) Balances carried forward	11,895	14,234	Total balances and reserves at the end of the year. Must equal (1+2+3) = (4+5+6)	
8 Total cash and short term investments	11,895	14,234	The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – to agree with bank reconcilation.	
9 Total fixed assets plus other long term investments and assets	28,525	28,134	The original Asset and Investment Register value of all fixed assets, plus other long term assets owned by the council as at 31 March	
10 Total borrowings	NIL	NIL	The cutstanding capital balance as at 31 March of all loans from third parties (including PWLB).	
11 (If Applicable) Trust funds	YES NO	YES NO	(if applicable) The council acts as sole trustee for and is	
(including charitable) disclosure note	1	1	responsible for managing trust funds or assets. (Readers should note that the figures in the accounting statements above do not include any trust transactions.)	

I certify that for the year ended 31 March 2013 the accounting statements in this annual return present fairly the financial position of the council and its income and expenditure, or properly present receipts and payments, as the case may be

Signed by Responsible Financial Officer

Date 15 104/2013

I confirm that these accounting statements were approved by the council on this date:

16/05/2013

and recorded as minute reference:

Signed by Chair of the meeting approving these

accounting statements

Date

16/05/2013

Section 3 - External auditor certificate and opinion 2012/13

Certificate

We certify that we have completed the audit of the annual return for the year ended 31 March 2013 of

POLSTEAD PARSH COLACIL

Respective responsibilities of the council and the auditor

The council is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The council prepares an annual return in accordance with proper practices which:

- summarises the accounting records for the year ended 31 March 2013; and
- confirms and provides assurance on those matters that are important to our audit responsibilities.

Our responsibility is to conduct an audit in accordance with guidance issued by the Audit Commission and, on the basis of our review of the annual return and supporting information, to report whether any matters that come to our attention give cause for concern that relevant legislation and regulatory requirements have not been met.

the annual return is in acco		view, in our opinion the information in o matters have come to our attention y requirements have not been met.
(continue on a separate she Other matters not affecting	our opinion which we draw to the a	attention of the council:
(continue on a separate she	eet if required)	
External auditor signature	Em (1)	
external auditor signature _	100 09	- 11/10
External auditor name	9DO LLP Southampion	Date De 1015

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information please refer to the Audit Commission's publication entitled Statement of Responsibilities of

Auditors and of Audited Small Bodies.