



Berwick upon Tweed Town Council

Budget & Administration Committee

15 June 2021

Appendix D

Report of Finance Officer

Annual Governance and Accountability Return (AGAR)

Access Public

Background

1. The Annual Governance and Accountability Return (AGAR) is completed by all Town and Parish Councils unless they have an exemption due to limited financial activity.
2. Because of the amounts Berwick Town Council receives and spends, it is required to complete a Part 3 AGAR, which, in itself, has three main sections.
3. Of these three sections, the council completes sections 1 and 2, with the external auditor completing section 3.
4. In Section 1, Councillors are required to make a number of statements relating to their oversight of internal control (see **Appendix (i)**). Councillors' responses to these statements will be an Agenda item at June's Council meeting.
5. Section 2 contains the summary statement of accounts. Draft figures for 2020-21 are included in **Appendix (i)**; **Appendix (ii)** provides the required explanation of the difference between Box 7 and Box 8.

Recommendation

1. Councillors note the report.

Author	RPL	Town Clerk sign off (if required)	GD
Checked by	SC	Finance Officer sign off (if required)	RPL