

# HOOK PARISH COUNCIL



Executive Officer: Anne Atkins  
Hook Community Centre  
Ravenscroft  
Hook  
Hampshire  
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## Notice of Conclusion of Audit 2016-17

### Section 25 Local Audit and Accountability Act 2014 Section 13(1) Accounts and Audit Regulations 2015

The audit of the Parish Council accounts for the year ended 31st March 2017 was concluded on 4<sup>th</sup> September 2017. The audited accounts are now available for inspection by local electors in accordance with the above legislation.

Inspection is by appointment on weekdays (excluding public holidays) between the hours of 9.00 a.m. and 12 noon at the address detailed below.

Hook Community Centre,  
Ravenscroft,  
Hook,  
Hampshire,  
RG27 9NN

The Full Annual Return and audit opinion can be viewed on our website and in the Parish Council office. Copies are available to any local government elector for purchase by any person on payment of £2.50.

*Anne Atkins*

Anne Atkins  
Parish Clerk  
14<sup>th</sup> September 2017

# Section 3 – External auditor report and certificate

In respect of:

Enter name of  
smaller authority here:

HOOK PARISH COUNCIL

## 1. Respective responsibilities of the body and the auditor

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

- summarises the accounting records for the year ended 31 March 2017; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

Our responsibility is to review the annual return in accordance with guidance issued by the National Audit Office (NAO) on behalf of the Comptroller and Auditor General (see note below). Our work does not constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and does not provide the same level of assurance that such an audit would do.

## 2. 2016/17 External auditor report

(~~Except for the matters reported below~~)\* on the basis of our review of the annual return, in our opinion the information in the annual return is in accordance with proper practices and no other matters have come to our attention giving cause for concern that relevant legislative 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 smaller authority:

Please see enclosed report

(continue on a separate sheet if required)

BDO LLP Southampton  
United Kingdom

## 3. 2016/17 External auditor certificate

We certify/~~do not certify~~\* that we have completed our review of the annual return, and discharged our responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2017.

\* We do not certify completion because:

External auditor signature

BDO ul

External auditor name

BDO LLP Southampton  
United Kingdom

Date

4/9/17

Note: The NAO issued guidance applicable to external auditors' work on 2016/17 accounts in Auditor Guidance Note AGN/02. The AGN is available from the NAO website ([www.nao.org.uk](http://www.nao.org.uk))