

FULL COUNCIL

TWYFORD PARISH COUNCIL

MINUTES OF A MEETING OF THE COUNCIL

Held on Thursday 23rd September 2021 at 7.30pm

At Twyford Parish Hall

Present:

Cllr. Lawton (in the Chair)

Cllr. Hill

Cllr. Forder-Stent

Cllr. Cook

Cllr. Pullen

Cllr. Corcoran

Cllr. Mitchell

Cllr. Bronk

In attendance:

J.P. Matthews - Clerk

Minute	Business Transacted
72/21	Chairman's comments The Chairman welcomed everyone to the meeting following the summer break.
73/21	Apologies for Absence Apologies were received from Cllr. Humby (HCC), Cllr. Pain, Cllr. Sellars
74/21	Requests for Dispensation under Section 33 Localism Act No requests were received.
75/21	Declarations of Interest No additional declarations were made.
76/21	Approval of Minutes It was Resolved that the minutes of the Meeting of Twyford Parish Council held on 29 th July 2021 be approved. Proposed by Cllr. Lawton, seconded by Cllr. Cook.
77/21	Public Representation There was no public representation
78/21	County Councillor's report No report was received.
79/21	District Councillors' report The report was noted and is attached in the appendices. Cllr. Bronk encouraged all Councillors and residents to participate in the airspace consultation.
80/21	Clerk's report Members received the report. The report was noted .
81/21	It was Resolved to change the order of business on the agenda and bring forward Item 18

82/21	<p>Project Updates</p> <ul style="list-style-type: none"> • Neighbourhood Plan – Cllr. Corcoran advised that the examiner’s report had been published and is available on the SDNPA website. He had written a summary and circulated to members and he was very pleased overall with the current status. A report on the draft TNP is being made to October’s meeting of the SDNPA planning committee. Cllr. Corcoran thought it might be useful to update WCC’s Planning Management team on the current status of the TNP. Cllr. Bronk said he would be happy to liaise with the Cabinet Member for planning. • Flood Mitigation – Currently waiting for the decision on SDNPA CIL application, expected to be decided at October’s meeting of the SDNPA planning committee. • Cycleway – a very productive meeting had been held with HCC. Cllr Cook is following up with officers at HCC on several items discussed. <p><i>Cllr. Corcoran left the meeting at 8.11pm</i></p> <p><i>The remainder of this item is covered in minute 93/21</i></p>
83/21	<p>Planning Committee</p> <p>The minutes of the meeting of the Planning Committee held on 26th August were received. There were no further updates.</p>
84/21	<p>Update from the meeting of the Recreation Committee</p> <p>The minutes of the meeting of the Recreation Committee held on 9th September were received.</p> <p>Cllr. Pullen advised members that good progress was being made on the play area snag list. The Clerk advised he was awaiting a final update from the contractors. Additional sand would be ordered for the sand pit in the next few weeks.</p> <p>The Twyford Cricket Club has supported a report which was received and noted. Cllr. Mitchell said he was very pleased with the success of the club.</p> <p>There was one recommendation:</p> <p>R25/21 – It was Resolved to approve that the Parish Council extend the term of the agreement in the Cricket Square Maintenance Contract with a revised Contract Fee of is £8,887.29, representing an 3.75% increase. The Contract Fee, based on the revised maintenance schedules, will increase by 3% in each following year that contract remains in place.</p> <p>Cllr. Pullen also advised that the Clerk and Assistant Clerk were progressing various allotment matters which were already covered in the committee meeting minutes.</p> <p>The Clerk advised that since the committee meeting a response had been received in relation to authorised car parking at Hunter Park and explained that next steps of action that the Council could pursue.</p>
85/21	<p>Schedule of Payments</p> <p>It was Resolved to approve the Schedule of Payments for August & September 2021, together with a payment of £60 for August Caretaking and £50 hire deposit return, which had been missed off the list circulated with the meeting papers. The schedule is attached in the appendices.</p> <p>Proposed by Cllr. Lawton, seconded by Cllr. Cook</p>
86/21	<p>Balance of the bank accounts</p> <p>The bank balances as of 30th July & 31st August were noted. The significant reduction between the closing balances of both months was due to payments for the Hunter Park playground project.</p>

	<p>30th July 2021</p> <table border="0"> <thead> <tr> <th><u>Ordinary Accounts</u></th> <th></th> <th><u>Interest rate</u></th> </tr> </thead> <tbody> <tr> <td>HSBC C/A</td> <td>£6,657.25</td> <td>0.0%</td> </tr> <tr> <td>HSBC Savings</td> <td>£80,487.34</td> <td>0.01%</td> </tr> <tr> <td>Nationwide</td> <td>£84,040.58</td> <td>0.05%</td> </tr> <tr> <td>Total</td> <td>£171,185.17</td> <td></td> </tr> </tbody> </table> <p>31st August 2021</p> <table border="0"> <thead> <tr> <th><u>Ordinary Accounts</u></th> <th></th> <th><u>Interest rate</u></th> </tr> </thead> <tbody> <tr> <td>HSBC C/A</td> <td>£12,103.68</td> <td>0.0%</td> </tr> <tr> <td>HSBC Savings</td> <td>£20,787.34</td> <td>0.01%</td> </tr> <tr> <td>Nationwide</td> <td>£84,044.15</td> <td>0.05%</td> </tr> <tr> <td>Total</td> <td>£116,935.17</td> <td></td> </tr> </tbody> </table>	<u>Ordinary Accounts</u>		<u>Interest rate</u>	HSBC C/A	£6,657.25	0.0%	HSBC Savings	£80,487.34	0.01%	Nationwide	£84,040.58	0.05%	Total	£171,185.17		<u>Ordinary Accounts</u>		<u>Interest rate</u>	HSBC C/A	£12,103.68	0.0%	HSBC Savings	£20,787.34	0.01%	Nationwide	£84,044.15	0.05%	Total	£116,935.17	
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87/21	<p>It was Resolved to change the order of business on the agenda and bring forward Item 20.</p>																														
88/21	<p>Staff Employment Matters</p> <p>The Clerk advised that the Pavilion Cleaner had resigned from the role. A replacement person had been found and met with the Clerk, Assistant Clerk and Cllr. Forder-Stent earlier in the week.</p> <p>It was Resolved to appoint Jacqueline Pemberton to the post of Pottinger Pavilion Cleaner at a rate of £10.46 per hour, for two hours per week. To commence from 27th September 2021. The outgoing cleaner's final salary would include the outstanding 2021 pay settlement increase of 1.75%.</p>																														
89/21	<p>Insurance</p> <p>Members received and considered a report on the Council's Insurance Arrangements.</p> <p>It was Resolved to proceed with the Came & Company's quotation for a product which is underwritten by Hiscox and to enter a 3 year Long Term Undertaking at an annual premium of £2,389.88 (including Insurance Tax).</p> <p>Proposed by Cllr. Bronk, seconded by Cllr. Mitchell</p>																														
90/21	<p>External Auditor Report and Certificate 2020/21</p> <p>It was Resolved to receive the External Auditor Report and Certificate 2020/21. It was noted that the observation made by the auditor related to the Asset Register and that since the value had been recalculated in March 2021, the previous year's register value should have been amended accordingly so that both sets of figures on the AGAR could be compared like for like.</p> <p>The document will be published on noticeboards and the Council's website in due course.</p>																														
91/21	<p>Crime Statistics</p> <p>It was Resolved to receive the quarterly crime statistics for Twyford.</p> <p>Cllr. Bronk would make enquiries as to whether existing Police reports published for WCC's Scrutiny Committee could be adapted for Twyford.</p>																														
92/21	<p>Highway Matters</p> <p>The Chairman advised he has received a request from an additional SLR location near to the prep school. Cllr. Bronk offered to submit the paperwork to HCC for this new location.</p>																														

	<p>The Clerk advised he was still awaiting HCC to install the new SLR socket & post on Hazeley Road.</p> <p>The Chairman reported that it had been nearly a decade since Steve Brine had organized a meeting with the community to discuss highway issues. The reduction of the speed limit at Hockley and implementation of a pedestrian crossing had been some of the outcomes of that process. However, with the volume of traffic ever increasing the situation would need to be looked into again.</p> <p>Members then watched a video presentation from the 20s Plenty Campaign.</p> <p>It was Resolved to set up a Working Group consisting of Cllr. Bronk, Cllr. Cook and Cllr. Pullen along with two members of the public and others as the Working Group sees fit to investigate the Highway Matters. The terms of reference would be developed by the Councillors on the group before it first meets on 5th October.</p>
<p>93/21</p>	<p>Projects</p> <p>The item is continued from minute 82/21</p> <p>Climate Change - Cllr Forder-Stent reported that an event on retro fitting houses to improve energy efficiency would be held at the Parish Council on 6th October. Flyers had gone up in the village and a TIS would be sent out once some information had been clarified with the Clerk. Cllr. Forder-Stent also advised that she was liaising with WinACC on the carbon emissions of certain businesses in the village which appeared to be undercalculated in the recently published maps.</p>
<p>94/21</p>	<p>Items for consideration at a future Full Parish Council meeting</p> <ul style="list-style-type: none"> • A strategy for the TNP referendum <p>The meeting closed at 9:25pm</p>

Item 79/21

District Councillors' Report to Twyford Parish Council September 2021

Afghan Refugees

On 21st August the Leader of WCC wrote to the Secretary of State to say; "Winchester City Council stands by and is very willing to take a fair share of the Afghan asylum seekers that need to be rehomed following recent events. Where [there] are barriers to rehoming these Afghan citizens in our District, we will do everything possible to overcome them."

HCC is the lead local authority for Hampshire and therefore, as with the response to the COVID-19 pandemic, WCC is liaising with a range of bodies to play its part. Information is on the WCC website.

City Centre regeneration plans

Winchester City Council will now progress to the next stage of the project which will see "a vibrant mixed-use development for the area, with high quality new homes, flexible workspaces, a thriving night-time economy and beautiful public spaces".

"The Strategic Outline Case (SOC) has now been approved which is the first stage in the formal process of business case development. The document set out the aims, provided an option appraisal for delivery options and then set out the preferred way forward for the proposed development site (the Defined Site), which is located within the Central Winchester Regeneration Supplementary Planning Document area. Subject to further review in the next stages, proposals for this phase of development incorporate the site of Winchester Bus Station, Kings Walk, the old Friarsgate Medical Centre and Coitbury House."

An Outline Business Case will now be prepared that will look in more detail into the delivery route and financial viability.

Proposals "to bring forward short term improvements to the ground floor and public areas surrounding Kings Walk, exploring the inclusion of event space, new outdoor spaces for eating and improved seating" were also agreed.

Dawn Adey, Strategic Director joins WCC

Dawn Adey joined the Strategic Director team. Dawn was previously a Director at Somerset West and Taunton Council where she led a development project in Taunton Town Centre, providing a mix of office, hotel and residential accommodation and supporting waterfront leisure and retail outlets. Dawn was previously employed by East Hants and Havant Councils and earlier in her career worked for West Sussex Fire Service and has experience in the financial sector. She will also be lead Director for Climate Change and Health along with directly supporting development of the new Local Plan.

Southampton Airport expansion - concerns about noise and other pollution

A joint letter (from Cllrs Bronk and Cook) was sent to WCC requesting that it closely monitor aircraft noise impacting Colden Common and Twyford Ward, especially areas outside the noise contours published by the airport as part of its application to extend its runway. As Southampton Airport has advised that flights may legitimately stray from the published 'Itchen route' which affects fewer

households than deviations towards Otterbourne and Compton or Colden Common and Twyford our letter also requested that WCC monitor the nature and frequency of deviations.

The following is an extract from the response:

“I have been asked that I provide a description of the arrangements that are in place to enable WCC to identify, monitor and challenge excessive adverse noise from aircraft using Southampton Airport and other potential adverse impacts such as chemical pollution so that it can be shared with ward residents.

In short, very little. The duty to monitor noise rests with the airport and as I say they do report on this at the quarterly Consultative Committee meetings. WCC does not itself monitor ATMs [air traffic movements] or aircraft noise impacts, we are not resourced to do this. We rarely receive complaints about aircraft noise, but if we do we record them, but also direct the complainant to log their complaint directly with the airport, but also follow up ourselves to understand whether, as would most likely be the case it was a deviation from the NPR [Noise Preferred Route] or an ATM outside the operational hours. We also sit on the Airport’s Technical Working Group together with colleagues from Eastleigh and Southampton at which we discuss noise issues.”

To complain to the airport about aircraft noise please use the following phone number: 02380 627070 or email: sounoisecomplaints@southamptonairport.com

Airspace Consultation

Our letter also said: “As the Civil Aviation Authority is also consulting on the allocation of airspace which could result in a significant change to the northern flightpaths to and from Southampton Airport, we also seek your assurance that WCC is actively involved; and will consult with Councillors in Colden Common and Twyford when considering any substantive communication with the CAA.”

The following is an extract from the response:

“Southampton airport will be recommencing its stakeholder consultation process as part of a wider regional and national airspace review. This consultation will inevitably inform the discussion on ‘noise preferred routings’ NPRs at lower altitudes i.e. which routes aircraft will take when overflying the Winchester district, when approaching and departing the airport. Clearly it would be inappropriate for me to speculate on how this will play out, but WCC will be a consultee, so we need to determine what position we would like to adopt in advance of the consultation.

In simple terms, satellite navigation will now allow aircraft with on board GPS technology (they all have this now aside from some of the channel Island prop planes), to take predetermined routes with sufficient accuracy to track the aircraft to within 50m of its routing. This means that once the aircraft enters the airspace under the direct control of the airport i.e. below 2000ft it can be told to take a predetermined route as programmed into the on-board computers.

For northerly approaches, the viability of the NPRs will be affected by the point at which the aircraft leaves the regional southern airspace controlled by NATS and then enters the airspace under ‘local airport control’, and the point at which the aircraft must be positioned to be in line with the runway. In addition, for the object will also be to abandon the current practice of orbiting over the Winchester district, currently required to lose sufficient altitude to be on track to approach the runway.

For northerly departures, the object will be to ensure that the aircraft should adopt the safest steepest climb to reach 2000ft after which noise to ground based populations is no longer considered a material issue. Clearly the steeper the climb the greater the thrust and the greater the noise, so populations nearer the airport will be affected more, so it is for these populations that the NPR position is of greatest relevance.

So in broad terms of NPR's the airport can adopt one of two approaches:

- that all aircraft overfly the least populated areas, which would present the greatest noise burden to the least number of residents; or
- that it splay the overflights throughout the operational day to ensure that more residents are affected but for a lesser amount of time i.e. a lesser noise burden shared by the many.

Again I have no position of preference on this, but Cabinet may wish to have an informed discussion going forward once more detail is known through the consultation. It may even be a matter for full Council?

I have copied in members and officers with an interest to flag the issue for further consideration down the line, noting membership of the Airport Consultative Committee
<https://meetings.eastleigh.gov.uk/mgCommitteeDetails.aspx?ID=267> “

Meeting with HCC Cllr R. Oppenheimer Executive Member for Highways Operations

Cllr Cook and I had a Teams meeting with Cllr. Oppenheimer at which some local Highways concerns were raised. We were reminded, as previously stated by Cllr Humby, that HCC has funding challenges and that the policy of “Casualty Reduction” remains the focus for operational Highways matters. Therefore, in response to concerns about speeding, we were reminded that enforcement is a matter for the Police; and that whilst a parish council may fund some infrastructure changes to promote lower speeds HCC will not, in the absence of a serious casualty(ies) attributed to speed, act upon requests for changes to speed limits.

We also used this opportunity to mention efforts to create a shared cycle path alongside the Main Road B3335 from Church Lane to Hockley. Cllr Oppenheimer agreed to discuss this with his colleagues including contacts at the South Downs National Park Authority to ascertain their views on its feasibility and funding.

Waste and Recycling

We were disappointed that Colden Common and Twyford residents suffered a cancellation of one of their paid for garden waste collections in August. The contractor Biffa suffered a shortage of crew due to COVID-19 (and the recent “pingdemic”) resulting in one of the three daily rounds being affected. We received an assurance that this will be taken into account when arrangements are made for charging for collections in 2022; residents throughout the district will not be charged for two collections during March.

We are, however, pleased that Colden Common has now been provided with a “carton bin” for things like pringle tubes, tetrapak cartons and paper cups in the car park opposite the Co-op. There are now 5 across the Winchester district, including the one at Colden Common which are currently scheduled to be emptied monthly.

A Digital Winchester - Survey & Call for Evidence

Winchester City Council is calling on residents and businesses to share their experiences to help shape the future of the digital economy. A short survey is designed to capture the local experience of current broadband and mobile services and to gain insight into future needs. It can be accessed via: <https://winchester.citizenspace.com/economy-and-arts/digital-winchester/>

Letterbox at the Twyford Moors Triangle

Royal Mail has been contacted and asked to explain why the letterbox was removed from the Twyford Moors Main Road and Highbridge Road junction triangle without any warning or prior consultation.

Further COVID-19 grant programmes

Winchester City Council launched a new COVID-19 Business Challenges (CBC) grant programme to compensate organisations and businesses based in the Winchester district for loss of income during the six week period from 1 July to 16 August 2021. For further information about the CBC grant visit: <https://www.winchester.gov.uk/business/business-grants>. The deadline for CBC applications is **Monday 27 September 2021**.

Ward Councillors: Tony Bronk: tbronk@winchester.gov.uk or telephone 714275

Sue Cook: susancook@winchester.gov.uk or telephone 07884111916



Twyford Parish Council

Clerk's Report

Councillors are reminded that the items within this report are provided for information only and not available for debate. If it is considered that an item listed within the report should be debated fully by members, then it will be placed on the next appropriate committee or council agenda. Any member wanting clarification or further information on any aspect of items within the report please contact me in advance of the meeting.

General reading and information.

The following publications have been received and available for members to read:

- Clerk & Councils Direct
- CPRE Hampshire News & Views
- Your Hampshire from Hampshire County Council
- Rural Service Network – Rural Bulletin August 2021
- Census – Newsletter for Local Authorities – Issue 32
- Update on Southampton Airport's airspace change proposal
- WCC Parish Connect newsletter
- South Downs Planning News – August
- South Downs News – August & September

Other information

- 1) All members need to be aware of the disclosable pecuniary interest forms and consider whether there have been any changes since it was last written. If there was a need for any change to be made, please contact me and I will supply fresh document for completion.
- 2) Broadband project – Openreach has provided a quotation for work to install FTTP to around 450 properties. The website has been updated and those who signed up with an interest have received an email update. Cllr. Bronk & Cllr. Cook will distribute additional flyers to some areas.
- 3) SSE have requested a fence be installed around the substation at the allotments of Hunter Park, this will form part of the ongoing lease renewal discussion.
- 4) The Openreach wayleave claim payment has been received.
- 5) The 2nd tranche of the precept for 2021/22 has been received from WCC.
- 6) Telephone kiosks – Cllr. Cook contacted the charity who own both kiosks and were open to them being acquired by the Parish Council.
- 7) Twyford Waterworks Trust and Winchester Citizens Advice have both written with grateful thanks for the S137 grants.
- 8) HSBC have provided notification that they will start to charge the Parish Council for banking services from 1st November.

Jamie Matthews
Parish Clerk
20th September 2021

Item 85/21

Full Council Meeting – 23rd September 2021

Schedule of Payments August & September 2021

Ledger date	ExpTno	Paid	Gross	Vat	Net	Comments
01/08/21	105	26/08/21	630.00	105.00	525.00	NBB Recycled Furniture - Northfields bench
01/08/21	111	25/07/21	39.00	0.00	39.00	Microsoft - 365 subscription - July
01/08/21	113	09/08/21	11.99	2.00	9.99	1&1 IONOS - Monthly Hosting Fees
05/08/21	106	05/08/21	50.00	0.00	50.00	Kim Graham - Return of Deposit
09/08/21	107	01/09/21	56,760.00	9,460.00	47,300.00	Playsafe Playgrounds - Interim Invoice - HP playground
09/08/21	108	26/08/21	97.94	16.32	81.62	Cllr Sue Cook - Paint for HP playground fence
09/08/21	110	23/08/21	22.40	3.73	18.67	O2 - Monthly Mobile Phone
09/08/21	112	26/08/21	1,663.65	277.27	1,386.38	Green Smile Ltd - Monthly Maintenance - August
10/08/21	114	26/08/21	4.50	0.00	4.50	J.P. Matthews - Postage
10/08/21	115	26/08/21	12.97	2.16	10.81	Hampshire County Council - Toilet rolls and printer paper
23/08/21	116		11.99	2.00	9.99	1&1 IONOS - Monthly Hosting - September
23/08/21	117	26/08/21	26.40	4.40	22.00	Premier Gardens - Lengthsman - Green Waste
23/08/21	118	26/08/21	34.42	3.10	31.32	Viking - Stamps & Envelopes
23/08/21	119		55.83	2.66	53.17	Southern Electric - HP - Field Electricity
23/08/21	120	01/09/21	21.00	3.50	17.50	Plus Net - HP Broadband
25/08/21	121	26/08/21	1,654.07	0.00	1,654.07	Employee Salaries - August Salaries
25/08/21	122	15/09/21	240.00	0.00	240.00	HMRC - August PAYE and NIC
25/08/21	123	26/08/21	465.77	0.00	465.77	HCC Pensions - August Pensions
25/08/21	124	01/09/21	500.00	0.00	500.00	Twyford Waterworks - S137 Grant - minute 67/21
25/08/21	125	06/09/21	350.00	0.00	350.00	Citizen Advice Bureau (Winchester) - s137 Grant
25/08/21	126	26/08/21	1,500.00	0.00	1,500.00	TWYFORD CHILDREN'S RECREATION GROUND (Ball painting)
25/08/21	127	26/08/21	13.48	0.00	13.48	Sue Merritt - July Expenses (mileage)
25/08/21	128	26/08/21	93.00	0.00	93.00	J.P. Matthews - July expenses (mileage)
25/08/21	129	26/08/21	42.79	7.13	35.66	Amazon - Cleaning supplies - Pavilion
25/08/21	130	26/08/21	39.00	0.00	39.00	Microsoft - Monthly Subs - August
25/08/21	131	26/08/21	57.34	0.00	57.34	Kelda Grant - Return of deposit & overcharge
26/08/21	132	26/08/21	70.00	0.00	70.00	Brookfield Plumbing & Heating - Repair water heater unit
01/09/21	133		7.99	1.33	6.66	J.P. Matthews - Safety tape
01/09/21	134	15/09/21	50.00	0.00	50.00	Josh Willis, Hiltingbury Hurricanes - Return of Deposit
06/09/21	135	15/09/21	50.00	0.00	50.00	C Molesworth - Return of deposit
06/09/21	136	15/09/21	1,047.22	174.54	872.68	Shoreland Network Solutions - July maintenance
06/09/21	137		881.62	146.94	734.68	Shoreland Network Solutions - August maintenance
20/09/21	138		29.56	0.00	29.56	Sue Merritt - August mileage expenses
20/09/21	139		76.00	0.00	76.00	J.P. Matthews - August mileage expenses
20/09/21	140		1,705.34	0.00	1,705.34	Employee Salaries - September Salaries
20/09/21	141		282.69	0.00	282.69	HMRC - September PAYE & NIC
20/09/21	142		488.09	0.00	488.09	HCC Pensions - September Contributions
20/09/21	143		1,663.65	277.27	1,386.38	Green Smile Ltd - Monthly maintenance
20/09/21	144		22.40	3.73	18.67	O2 - Mobile phone
20/09/21	145		39.00	0.00	39.00	Microsoft - Monthly 365 subscription
20/09/21	146		21.00	3.50	17.50	Plus Net - Broadband (HP)
			£70,832.10	£10,496.58	£60,335.52	

Section 3 – External Auditor Report and Certificate 2020/21

In respect of **TWYFORD (HAMPSHIRE) PARISH COUNCIL – HA0263**

1 Respective responsibilities of the body and the auditor

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 2021; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

Our responsibility is to review Sections 1 and 2 of the Annual Governance and Accountability 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 External auditor report 2020/21

Except for the matters reported below, on the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR 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.

- The AGAR was not accurately completed before submission for review.
 - The smaller authority has not restated the 2019/20 figure when revaluing assets in Section 2, Box 9. Please note that the Practitioners' Guide allows smaller authorities to use any reasonable valuation method, provided that the prior year figure is restated for consistency and comparability.

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

- None

3 External auditor certificate 2020/21

We 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 2021.

External Auditor Name

PKF LITTLEJOHN LLP

External Auditor Signature

Date

11/09/2021

* Note: the NAO issued guidance applicable to external auditors' work on limited assurance reviews in Auditor Guidance Note AGN/02. The AGN is available from the NAO website (www.nao.org.uk)