



WELBOURN  
PARISH  
COUNCIL

Public Interest Report

Annual Governance and Accountability Return for  
2019/2020

Failure To Issue

# INTRODUCTION

- Welbourn, together with 116 other Parish Councils has been issued with a Public Interest report due to failure to submit the Annual Governance and Accountability Return for 2019/2020 year within the stipulated time.
- This occurred due to a communications failure between the External Auditor and the Parish Council.
- The Auditor used an external third-party company to email initial instructions and reminders. No forms, instructions or reminders were received by the Parish Council. All emails from the third party were undelivered.
- Covid confusion and regulations have been a contributory factor to this unfortunate situation.
- The matter has now been addressed and the AGAR return 2019/2020 has been confirmed by the Auditor as complete. *See email of 13/7/2021 from PKF SBA team L Twiner.*
- Unfortunately, due to this miscommunication, Welbourn PC is now obliged to proceed with a full audit review for 20/21 year.

# TIMELINE OF EVENTS

12<sup>th</sup> September 2019

AGAR forms and Governance Statement for 2018/2019 sent to the auditor by the Parish Clerk



5<sup>th</sup> September 2020

Auditor's instructions for 2019/2020 return sent to Clerk via email.  
Email was undelivered



16<sup>th</sup> October 2020

Auditor sent a reminder via email. Email was undelivered

October 2020

Parish Clerk contacted Auditors for guidance. No response



27<sup>th</sup> November 2020

Statutory recommendation re failure to submit AGAR for 19/20 emailed to Clerk.  
Email was undelivered



31<sup>st</sup> March 2020

Public Interest Report re failure to submit an AGAR for 2019/2020 emailed to the Clerk. Email was undelivered

13<sup>th</sup> July 2021

Welbourn Parish Council made aware of the discrepancy and matter immediately addressed via phone calls / emails



13<sup>th</sup> July 2021

SBA emailed to confirm that the 2019/2020 AGAR return was complete



29<sup>th</sup> July 2021 – 19.30

Public Meeting to discuss failure to submit an AGAR for the year ending 31<sup>st</sup> March 2020

ANY QUESTIONS?