



Cheswick Green Parish Council

Mrs. Marie Zizzi
Clerk to the Council
Cheswick Green Village Hall
Cheswick Way, Cheswick Green
Solihull B90 4JA

Tel: 01564 700168
clerk@cheswickgreen-pc.gov.uk
www.cheswickgreen-pc.gov.uk

Explanation in relation to Matters reported by Grant Thornton for the year end 31st March 2017 Annual Return

Fixed Asset Register

The asset register is updated when the Parish Council purchases any item that needs to be added and it is also checked annually for approval by the Parish Council, this is recorded in the Minutes.

The discrepancy referred to is in relation to litter and dog bins.

The Parish Council purchased a new dog bin in 2011 the cost was £213 + VAT.

During 2015/162 very old litter bins were replaced costing £541.44 + VAT. During 2015/16 the dog bin located at the entrance to the Recreation Ground was destroyed by a firework, so this was replaced with a new bin, a dog bin was needed near to the bridge, the dog bin located on Saxon Wood Road was moved to replace this missing bin, a new larger dog bin was purchased for Saxon Wood Road costing £214 + VAT. Shortly after this the bin that had been moved disappeared and a replacement dog bin was purchased as well as a new dog bin these cost £416 + VAT.

Therefore, the bin purchased in 2011 should not be included in the asset register. Due to all the confusion with bins being vandalised, swapped and replaced incorrect amounts have been recorded in the asset register.

Due to this the Clerk looked back over the years to see what the Parish Council had purchased and to ensure all items were included in the asset register. A number of items were not included and these were added information was provided to the external auditor (Grant Thornton) and the difference between the asset register figures from year end 31st March 2016 to year end 31st March 2017 was finally reduced to £10.61. This information appears to have been excluded.

Other matters not affecting Grant Thornton's opinion which were drawn to the attention of CGPC.

The Internal Auditor has answered 'Yes' to Objective F in relation to petty cash.

The External Auditor is incorrect CGPC does operate a petty cash system to a maximum of £100 to purchase items such as stamps and stationery. Receipts are obtained for all items purchased using petty cash, a report is provided and reviewed at each Parish Council meeting and this is recorded in the Minutes.

Additional work required

Several emails were received from Grant Thornton and these were replied to providing all the necessary information requested. However, the variance was eventually reduced from £83 to £10.61, but for some reason this has not been included.