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Thornborough Parish Council
The Old Cottage
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Thornborough
Bucks
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LJ Ref BU0184

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18 December 2018

**Thornborough Parish Council (BU0184)
Annual Governance and Accountability Return 2017/18**

The report wording was based on the description given on the bank reconciliation provided for review. This has been reproduced below for reference. The bank reconciliation has been misread as the 'unbanked cash' being the list of total liabilities in error and the reason why the except for matter was raised. The descriptions implied that it was amounts owing from the pre-school for their share of water and electricity and allotment rent due but not received.

We are not able to re-issue our external auditor report once the certificate has been issued, we can confirm that if the bank reconciliation had not been mis-read, we would have issued a clean report with no 'except for' matters or 'other' matters raised. We can confirm that our database has been updated to reflect this error and a copy of this email has been placed on file.

Thornborough Parish Council	
Bank Reconciliation for March 2018	
Prepared By Maggie Beach Clerk/RFO	
Balance per Bank Statement as at 31st March 2018	
Current Account	15,708.75
Reserve Account	3,176.88
Total Bank Accounts	18,885.63
Less Unpresented Cheques	
Unpresented Cheques	
TCWET	100.00
Michael Bull	85.00
THMC	93.20
Total Liabilities	278.20
Plus Unbanked Cash	
Pre-school Electricity	
Pre-school Water	40.43
Allotment rent	16.00
Allotment rent	16.00
Plus Unbanked Cash	279.10
Net Bank Balances	18,886.53
Cash Book Receipts	
Opening Balance	27,869.97
Add Receipts	88,294.77
Less Payments	97,258.11
Closing Balance as per cash book	18,886.63
Difference	0.00

We apologise for any inconvenience caused and please feel free to publish this explanatory email alongside our external auditor report if you wish.



PKF Littlejohn LLP