**Blackbird Leys Parish Council**

**Additional Information to be submitted with Part 3 AGAR 2023-24**

1. The basis of the accounts is receipts and payments.
2. Bank Reconciliation attached.
3. Statement of Variances attached.
4. N/a
5. N/a
6. The council upon reviewing the internal auditor's report, made the decision to answer 'no' to questions 4 and 5. This decision was taken considering the clerk's extended period of authorised absence, which resulted in these specific tasks remaining incomplete. The council formally discussed this matter during the meeting, and it was agreed that this explanation would be recorded in the official minutes to provide context for the negative responses on the audit form.
7. The internal auditor gave two negative responses
	1. Risk Assessment Review: The council failed to conduct a review of our risk assessment during the 2023-24 financial year. This oversight resulted in a negative response for Internal Control Objective C.
	2. Audit Conclusion Notice: The council did not provide evidence on our website of publishing the Notice of Conclusion of Audit for 2022-23. This led to a negative response for Internal Control Objective N.

These findings highlight areas where we need to improve our internal processes and public transparency. The council acknowledged these shortcomings, and it was agreed that this explanation would be recorded in the official minutes to provide context for the negative responses from the internal auditor.

1. Breakdown of Reserves attached.
2. N/a
3. Blackbird Leys Parish Council does not have the general power of competence.
4. The date of announcement would be Thursday 27th June 2024 and the date of commencement Friday 28th June 2024 ending on Thursday 8th August 2024.
5. The clerk had authorised leave for periods between10th June to 28th June due to moving house, which led to a delay in submitting.