

Mildenhall High Town Council
The Pavilion,
Recreation Way
Mildenhall
Suffolk
IP28 7HG

Our ref AJS/SAAA/SF0274
Your ref

Email sba@pkf-l.com

18 December 2020

**Mildenhall High Town Council
Annual Governance and Accountability Return 2019/20**

In our External Auditor Report and Certificate 2019/20 dated 17/11/2020 We raised the following other matters:

The smaller authority has not provided:

- an adequate explanation for the difference between Section 2, Boxes 7 and 8
- an adequate explanation as to why the trust fund entry in Section 2, Box 11 of the AGAR vary from the entries in the prior year final signed Annual Return

The smaller authority should ensure that it has regard to the level of reserves held when considering future precept requests. Any earmarked reserves should be considered and formally approved by the smaller authority.

The smaller authority has provided evidence to demonstrate that the smaller authority had earmarked reserves covering a significant proportion of the balances carried forward. The smaller authority has also provided an adequate explanation for the difference between Section 2, boxes 7 & 8.

The smaller authority has confirmed that they are not responsible for managing any trust funds and has provided an adequate explanation as to whether the smaller authority has ceased to be a managing trustee since 1 April 2019 or if the 2018/19 box 11 of section 2 ticked yes in error

Once a closure certificate has been issued we are not permitted to reissue it; however, please publish this letter alongside the AGAR Sections 1, 2 and 3 on the authority's website.

We apologise for this oversight.



PKF Littlejohn LLP