

Your Ref:

Our Ref: CAR/cc/SAAA

11 October 2018

Mrs J Holden
East Grinstead Town Council
East Court Mansion
College Lane
East Grinstead
RH19 3LT

Moore Stephens
Rutland House, Minerva Business Park
Lynch Wood, Peterborough PE2 6PZ

T +44 (0)1733 397300

www.moorestephens.co.uk/eastmidlands

Dear Mrs J Holden

**East Grinstead Town Council
Letter of explanation to be read in conjunction with the
Annual Governance and Accountability Return for the Year ended 31 March 2018**

The external audit for the year 2017/18 for East Grinstead Town Council was concluded on 21 September 2018. Following the return of the External Auditor Report to the Council, additional information was brought to our attention.

This clarified the position regarding the 2016/17 Annual Return figures together with the brought forward figure (box 1) for the 2017/18 year.


The 2016/17 year had been qualified with regard to unspent reserves being included as creditors (and therefore expenses in the period). These reserves were not repayable therefore it had been the previous auditor's opinion that the amounts on the return be restated to exclude the amounts from the other expenses box and include them instead as part of the reserves balance. A treatment we concurred with.

We, as the current auditor, raised the question as to whether the comparative figures on the 2017/18 return still contained amounts relating to unspent reserves at the period end as they should have been restated.

The response received was positive that the amounts were included, and so the audit was concluded with a qualification. With the additional information now provided, it is clear that the amounts had been correctly restated and had this information been provided previously, the Audit would have been concluded without a qualification.

Due to the regulations surrounding the completion of Smaller Authority audits we are unable to re-open or alter a concluded audit and so this letter has been provided in our capacity as Auditor for the current year (2018/19).

Yours sincerely



Carolyn Rossiter