

Good morning

Rye Town Council – ES0086

This is a formal complaint about a statement that appears in Box 2 – External auditor's limited assurance opinion 2024-25 (*Attachment A*).

Para 1 states *The AGAR has not been signed in accordance with the Accounts and Audit Regulations 2015. Section 2 was not signed by the Responsible Finance Officer before approval.*

The complaint is that PKF does not have sufficient evidence to state categorically that this was the case. In fact, the evidence we provided to PKF – which PKF has chosen to disregard – supports our assertion that Section **was** signed before approval.

We accept that an incorrect version of Section 2 (*Attachment B*) was included with our AGAR submission documents. The Chairman was given an unsigned copy of Section 2 at the meeting. When the error was realised he was asked to sign the correct copy (*Attachment C*).

To support our assertion that Section 2 was signed correctly by the RFO prior to the Council meeting at which it was approved (23.6.25), on 11 September 2025 we sent you a copy of the email, comprising the agenda and supporting papers (including Section 2 – signed by the RFO), we sent to our Members on 18 June 2025.

On the same day, we provided you with a link to our web site which shows the date (18 June) we upload all the meeting papers (including Section 2 – signed by the RFO) to our web site:

<https://ryetowncouncil.gov.uk/category/agendas/>

We object to PKF making the unqualified assertion that Section 2 was not signed by the RFO prior to our approval meeting when Council staff – and all 16 of our Members - know, as a matter of fact, that it was.

Yours sincerely

Richard Farhall

Rye Town Clerk