

Local council name: HELLEDON PARISH COUNCIL

Notice of appointment of date for the exercise of public rights
Accounts for the year ended 31st March 2017

The Local Audit and Accountability Act 2014, and
 The Accounts and Audit (England) Regulations 2015 (SI 234)

1. Date of announcement: <u>23 JUNE 2017</u> (a)	(a) Insert date of placing of this notice on your website.
2. Each year the Council's/Meeting's (b) Annual Return is audited by an auditor appointed by Public Sector Audit Appointments Limited. Any person interested has the right to inspect and make copies of the accounts to be audited and all books, deeds, contracts, bills, vouchers and receipts relating to them. For the year ended 31 March 2017 these documents will be available on reasonable notice on application to: (c) <u>GAVIN ELLIS, FINANCE OFFICER, HELLEDON PC</u> <u>DIAMOND JUBILEE LODGE WOOD VIEW ROAD,</u> <u>HELLEDON, NORWICH NR6 5QB</u> <u>01603 301751 09:30-12:30 & 13:30-15:30 MON-FRI</u>	(b) Delete as appropriate. (c) Insert name, position and contact details of the Clerk or other person to whom any person may apply to inspect the accounts.
commencing on (d) <u>26 JUNE 2017</u>	
and ending on (e) <u>04 AUGUST 2017</u>	(e) And (e) The inspection period must include 3 July 2017 to 14 July 2017 inclusive and be 30 working days in total.
3. Local Government Electors and their representatives also have: <ul style="list-style-type: none"> • the opportunity to question the auditor about the accounts; and • the right to make objections to the accounts or any item in them. Written notice of an objection must first be given to the auditor and a copy sent to the Council/Meeting (f). <p>The auditor can be contacted at the address in paragraph 4 below for this purpose during the inspection period at 2 above.</p>	(f) Delete as appropriate
4. The audit is being conducted under the provisions of the Local Audit and Accountability Act 2014, the Accounts and Audit (England) Regulations 2015 and the National Audit Office' Code of Audit Practice. Your audit is being carried out by: Mazars LLP, Aykley Heads, Durham, DH1 5TS	
5. This announcement is made by (g) <u>M.E Anderson-Dunbar,</u> <u>Proper Officer & CFO</u>	(g) Insert name and position of person placing the notice

PART 5

Inspection and notice procedure

Period for the exercise of public rights

14.—(1) Any rights of objection, inspection and questioning of the local auditor conferred by sections 26 and 27 of the Act may only be exercised within a single period of 30 working days.

(2) The period referred to in paragraph (1) starts with the day on which the period for the exercise of public rights is treated as having been commenced in accordance with regulation 13(3).

(3) During the period for the exercise of public rights a relevant authority must make the documents referred to in section 26(1) of the Act available for inspection on reasonable notice at all reasonable times.

Commencement of the period for the exercise of public rights

15.—(1) The responsible financial officer for a relevant authority must, on behalf of the authority, ensure that commencement of the period for the exercise of public rights under regulation 9(1)(b) or 12(3)(a) (as the case may be), takes place on such a day that ensures that the period referred to in regulation 14(1) includes—

- (a) the first 10 working days of June of the financial year immediately following the end of the financial year to which the statement relates, where that authority is a Category 1 authority; or
- (b) the first 10 working days of July of the financial year immediately following the end of the financial year to which the statement relates, where that authority is a Category 2 authority.

The annual audit of the Parish Council includes the opportunity for electors to inspect the accounts over a given period. For the year ended 31st March 2017 this period is between 19th June and 28th July. The accounts are available for inspection during office opening times (9.30 – 12.30). If you wish to inspect the accounts no appointment is necessary, however to ensure we can answer any query you may have immediately it is preferable that you make an appointment so the appropriate office is present to explain/answer anything.

The notice is available [here](#) and is also posted on the main noticeboard outside the Parish Council office

As part of the Annual Audit process Sections 1 and 2 of the Annual Return can be accessed [here](#), but please note that the Statement of Accounts is unaudited.

