

Shotley Parish Council

NOTICE OF APPOINTMENT OF DATE FOR THE EXERCISE OF ELECTORS' RIGHTS

ACCOUNTS FOR THE YEARS ENDED 31 MARCH 2002,3,4,5,6

Audit Commission Act 1998

The Accounts and Audit Regulations 2003 (SI 2003/533)

NOTICE	NOTES
<p>1. Date of announcement 11th July 2006 (a)</p> <p>2. Each year the Council's/Meeting's (b) annual return is audited by an external auditor appointed by the Audit Commission. Any person interested has the opportunity to inspect and make copies of the Annual Return and all books, deeds, contracts, bills, vouchers and receipts etc. relating to them. For the years ended 31st March 2002, 2003, 2004, 2005 and 2006 these documents will be available on reasonable notice on application to:</p> <p>(c) Mrs. Dina Bedwell, Responsible Financial Officer, Shotley Parish Council, no. 22 Great Harlings, Shotley Gate, Ipswich, IP9 1NY. Tel. No. 01473 788510</p> <p>(d) and (e) By prior arrangement.</p> <p>commencing on (f) 11th July 2006</p> <p>and ending on (g) 11th August 2006</p> <p>3. Local Government Electors and their representatives also have:</p> <ul style="list-style-type: none"> • the opportunity to question the auditor about the accounts. The auditor can be contacted at the address in paragraph 4 below for this purpose on August 31st 2006 and after that date will be available at the address given in paragraph 4 below until the audit has been completed; and • the right to attend before the auditor and 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 (i) Council/Meeting. <p>4. The council's audit is being conducted under the provisions of the Audit Commission Act 1998, the Accounts and Audit Regulations 2003 and the Audit Commission's Code of Audit Practice. Your audit is being carried out by:</p> <p>Lubbock Fine Russell Bedford House City Forum, 250 City Road London EC1V 2QQ</p> <p>5. This announcement is made by (j) Mrs. Dina Bedwell, Responsible Financial Officer, Shotley Parish Council.</p>	<p>(a) Insert date of placing of the notice which must be not less than 14 days before the date in (f) below</p> <p>(b) Delete as appropriate</p> <p>(c) Insert name, position and address of the Clerk or other person to which any person may apply to inspect the accounts</p> <p>(d) Insert the times between which any person may apply to inspect the accounts. <i>NB Indicate if there is a lunchtime closure</i></p> <p>(e) Insert working days of the week any person may apply to inspect the accounts – usually Monday to Friday allowing for any days the council is usually closed</p> <p>(f) Insert date at least 21 working days before the date appointed for audit in (h) below</p> <p>(g) The inspection period between (f) and (g) must be 20 working days and (g) must be at least one day before the date appointed for audit in (h) below.</p> <p>(h) The date appointed by the auditor</p> <p>(i) Delete as appropriate</p> <p>(j) Insert name and position of person placing the notice</p>