

LONGSTOWE Parish Council
**NOTICE OF APPOINTMENT OF DATE FOR THE
EXERCISE OF ELECTORS' RIGHTS
ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2012**

**Audit Commission Act 1998 Sections 15 and 16
The Accounts and Audit (England) Regulations 2011 (SI 2011 No.817)**

NOTICE	NOTES
<p>1. Date of announcement <u>18th APRIL 2012</u>(a)</p> <p>2. Each year the Council's Meetings (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 year ended 31st March 2012 these documents will be available on reasonable notice on application to:</p> <p>(c) <u>MRS. M. SHARP - PARISH CLERK</u> <u>8, TENNYSON PLACE</u> <u>ST NEOTS</u> <u>CAMBS PE19 7LL</u></p> <p>between the hours of (d) <u>10am</u> and (d) <u>4pm</u> on</p> <p>(e) <u>MONDAY</u> 2012 to (e) <u>FRIDAY</u> 2012</p> <p>commencing on (f) <u>3rd MAY</u> 2012</p> <p>and ending on (g) <u>31st MAY</u> 2012</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 (h) <u>6 June 2012</u> 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 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 2011 and the Audit Commission's Code of Audit Practice. Your audit is being carried out by:</p> <p style="padding-left: 40px;">Moore Stephens Chartered Accountants Rutland House Minerva Business Park Lynch Wood Peterborough PE2 6PZ Tel: 01733 397300</p> <p>5. This announcement is made by (j) <u>M. Sharp</u> <u>PARISH CLERK.</u></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. NB Indicate if there is a lunchtime closure</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>