

DOWNHAM WEST PARISH COUNCIL

Confirmation of Contact Details

| Parish Clerk & RFO | Chairman |
|--|---|
| Mrs Sara Porter | Mr Robin Pegg |
| The Old School House High Street Stoke Ferry King's Lynn Norfolk PE33 9SF | Willowbrook Cottage Watermans Way Salters Lode Downham Market Norfolk PE38 0BD |
| 01366 502165 | 01366 385815 |
| dwpc01@gmail.com | robin.pegg@openworld.com |

DOWNHAM WEST PARISH COUNCIL
NOTICE OF PUBLIC RIGHTS AND PUBLICATION OF UNAUDITED
ANNUAL GOVERNANCE & ACCOUNTABILITY RETURN
ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2019

Local Audit and Accountability Act 2014 Sections 26 and 27
The Accounts and Audit Regulations 2015 (SI 2015/234)

1. Date of announcement **3rd June 2019**
2. Each year the smaller authority's Annual Governance and Accountability Return (AGAR) needs to be reviewed by an external auditor appointed by Smaller Authorities' Audit Appointments Ltd. The unaudited AGAR has been published with this notice. As it has yet to be reviewed by the appointed auditor, it is subject to change as a result of that review. Any person interested has the right to inspect and make copies of the accounting records for the financial year to which the audit relates and all books, deeds, contracts, bills, vouchers, receipts and other documents relating to those records must be made available for inspection by any person interested. For the year ended 31 March 2019, these documents will be available on reasonable notice by application to:

Mrs Sara Porter

Parish Clerk & Responsible Financial Officer, Downham West Parish Council

The Old School House, High Street, Stoke Ferry, King's Lynn, Norfolk, PE33 9FS

01366 502165

dwpc01@gmail.com

Commencing on **Monday, 3rd June 2019**

and ending on **Friday, 12th July 2019**

3. **Local government electors and their representatives also have:**
 - The opportunity to question the appointed auditor about the accounting records; and
 - The right to make an objection which concerns a matter in respect of which the appointed auditor could either make a public interest report or apply to the court for a declaration that an item of account is unlawful. Written notice of an objection must first be given to the auditor and a copy sent to the smaller authority.

The appointed auditor can be contacted at the address in paragraph 4 below for this purpose between the above dates only.

4. The smaller authority's AGAR is subject to review by the appointed auditor under the provisions of the Local Audit and Accountability Act 2014, the Accounts and Audit Regulations 2015 and the NAO's Code of Audit Practice 2015.

The appointed auditor is:

PKF Littlejohn LLP (Ref: SBA Team)

1 Westferry Circus

Canary Wharf

London E14 4HD

sba@pkf-littlejohn.com

5. This announcement is made by:

Sara Porter, Parish Clerk & Responsible Financial Officer, Downham West Parish Council

**DOWNHAM WEST PARISH COUNCIL
NORFOLK**

ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2019

CONFIRMATION OF THE DATES OF THE PERIOD FOR THE EXERCISE OF PUBLIC RIGHTS

On behalf of the smaller authority, I confirm that the dates set for the period for the exercise of public rights are as follows:

Commencing on **Monday, 3rd June 2019**

And ending on **Friday, 12th July 2019**

Signed



Date **2nd June 2019**

Position Held **Parish Clerk & Responsible Financial Officer**

The Council must inform the electorate of a 30 working day inclusive period during which electors' rights may be exercised. The inspection period must include the first 10 working days of July 2019.