

# DOWNHAM WEST PARISH COUNCIL

## Confirmation of Contact Details

<b>Parish Clerk &amp; RFO</b>	<b>Chairman</b>
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 2020**

Local Audit and Accountability Act 2014 Sections 26 and 27

The Accounts and Audit Regulations 2015 (SI 2015/234)

1. Date of announcement **31<sup>st</sup> July 2020**
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 2020, 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 9SF**

**01366 502165**

**dwpc01@gmail.com**

Commencing on **Tuesday, 4<sup>th</sup> August 2020**

and ending on **Tuesday, 15<sup>th</sup> September 2020**

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 2020

## 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 **Tuesday, 4<sup>th</sup> August 2020**

And ending on **Tuesday, 15<sup>th</sup> September 2020**

Signed



Date **31<sup>st</sup> July 2020**

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 be published by 1<sup>st</sup> September 2020.