

Section 1 – Annual Governance Statement 2022/23

We acknowledge as the members of:

KISLINGSBURY TOWN COUNCIL

our responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. We confirm, to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 31 March 2023, that:

	Answer		Yes/No/Not applicable
	Yes	No	
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.	✓		prepared its accounting statements in accordance with the Accounts and Audit Regulations.
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	✓		made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge
3. We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.	✓		has only done what it has the legal power to do and has complied with Proper Practices in doing so.
4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.	✓		during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.
5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	✓		considered and documented the financial and other risks it faces and dealt with them properly.
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.	✓		arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of this smaller authority.
7. We took appropriate action on all matters raised in reports from internal and external audit.	✓		responded to matters brought to its attention by internal and external audit.
8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.	✓		disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.
9. (For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.			N/A has met all of its responsibilities where, as a body corporate, it is a sole managing trustee of a local trust or trusts.

*Please provide explanations to the external auditor on a separate sheet for each 'No' response and describe how the authority will address the weaknesses identified. These sheets must be published with the Annual Governance Statement.

This Annual Governance Statement was approved at a meeting of the authority on:

20.6.2023

and recorded as minute reference:

Signed by the Chairman and Clerk of the meeting where approval was given:

Chairman

Clerk

J.E. Hughes 19/3/24
~~P. [Signature]~~
 Ben Addison

www.kislingburypc.org.uk

Section 2 – Accounting Statements 2022/23 for

KISHINGBURY PARISH COUNCIL

	Year ending		Notes and guidance: <i>Please round all figures to nearest £1. Do not leave any boxes blank and report £0 or Nil balances. All figures must agree to underlying financial records.</i>
	31 March 2022 £	31 March 2023 £	
1. Balances brought forward	19317	25603	Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.
2. (+) Precept or Rates and Levies	28000	32000	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.
3. (+) Total other receipts	7847	6015	Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.
4. (-) Staff costs	4206	4332	Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.
5. (-) Loan interest/capital repayments	NIL	NIL	Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).
6. (-) All other payments	25355	39422	Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).
7. (=) Balances carried forward	25603	19864	Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).
8. Total value of cash and short term investments	25603	19864	The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – To agree with bank reconciliation.
9. Total fixed assets plus long term investments and assets	65515	65515	The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.
10. Total borrowings	NIL	NIL	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).

For Local Councils Only	Yes	No	N/A	
11a. Disclosure note re Trust funds (including charitable)				The Council, as a body corporate, acts as sole trustee and is responsible for managing Trust funds or assets.
11b. Disclosure note re Trust funds (including charitable)			✓	The figures in the accounting statements above do not include any Trust transactions.

I certify that for the year ended 31 March 2023 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority.

Signed by Responsible Financial Officer before being presented to the authority for approval

Ann Addison

Date

19th February 2024

I confirm that these Accounting Statements were approved by this authority on this date:

20th February 2024

as recorded in minute reference:

FINANCE PAGE 259/24

March minutes

Signed by Chairman of the meeting where the Accounting Statements were approved

JE Hughes

2024

TO Resign

Internal Audit Report

(to be read in conjunction with the Annual Internal Audit Report in the Annual Governance and Accountability Return)

Name of council:	Kislingbury Parish Council		
Name of Internal Auditor:	Caroline Holgate	Date of report:	29 June 2023
Year ending:	31 March 2023	Date audit carried out:	29 June 2023

Internal audit is the periodic independent review of a council's internal controls resulting in an assurance report designed to improve the effectiveness and efficiency of the activities and operating procedures under the council's control. Managing the council's internal controls should be a day-to-day function of the council through its staff and management and not left for internal audit. It would be incorrect to view internal audit as the detailed inspection of all records and transactions of a council in order to detect error or fraud. This report is based on the evidence made available to me and consequently the report is limited to those matters set out below.

The council is required to take appropriate action on all matters raised in reports from internal and external audit and to respond to matters brought to its attention by internal and external audit. Failure to take appropriate action may lead to a qualified audit opinion.

To the Chairman of the Council:

I carried out an Internal Audit of Kislingbury Parish Council on 29th June 2023. The Clerk/RFO, Ann Addison, provided me with copies of requested information prior to meeting, and I would like to thank her for her time and assistance.

There have been significant issues in respect of the council's website which has resulted in the council being unable to meet publication requirements. However, a new website is now in place which the Clerk has confirmed will be updated with all relevant information going forward.

The work completed is identified in the table below. Please note the points in bold on which the council is required to take appropriate action.

Area of Work	Observations/Points
Audit – Internal and External	<p>The Internal Audit report was received by the council at its June meeting. The External Audit report was received and noted by the council at its October meeting.</p> <p>The council needs to be explicit when approving the AGAR. Section 1 must be approved and minuted before approval of Section 2. I can find no evidence in the minutes of the council approving the AGAR.</p>

	<p>In accordance with the Accounts and Audit Regulations 2015 the Council must publish on its website, by 1st July:</p> <ul style="list-style-type: none"> • Sections 1 and 2 of the AGAR • a declaration that the accounting statements are as yet unaudited. <p>The External Auditor's Review and notice of the conclusion of audit should be published when received.</p>
Adoption of Policies	<p>Standing Orders, Financial Regulations, and other relevant policies were not adopted during this year The Clerk has confirmed that review and adoption of policies will be undertaken in the 2023/24 financial year.</p>
Accounting Records	<p>The Accounts were properly maintained during the financial year and the correct carry forward figure was rolled over. Receipts and payments are reported to the Council at each meeting, as well as the current bank account balances</p>
Asset Register	<p>Discussed figures for the asset register and the Clerk will seek advice from NCALC <i>JPAG Practitioners Guide 5.64 recommends recording of the asset value as acquisition cost, with no change from year to year, unless the asset is materially enhanced</i></p>
Bank reconciliations	<p>Bank balances were confirmed to statements as at the 31st March 2023.</p>
Budget	<p>There is a budgetary process in place - reference in the minutes to the draft budget paperwork being sent to all members in December. Budget has increased significantly for 2023/24 and includes sums to replace street lighting throughout the parish (£20,000), and a community pantry (£6,000). Agreed budget £61,000 The budget figure must be agreed and minuted prior to the precept figure being set.</p>
CIL	<p>The council are in receipt of CIL monies which are recorded separately in the cashbook.</p>
Councillors	<p>The council has had two councillor vacancies for the majority of the year.</p>
Employees	<p>Employees are paid regularly on approval of the Council. Regular payments made to HMRC for PAYE. Records are kept separately, and expenses accounted for. There is no pension scheme in operation.</p>
Exercise of Public Rights	<p>The Notice of the Period for Exercise of Public Rights was published on the parish noticeboard. The Notice of the Period for Exercise of Public Rights has not been published on the council's website. Part 5 of the Accounts and Audit Regulations 2015 requires the council to publish on its website the Notice of the Period for Exercise of Public Rights.</p>
Income	<p>Income is received for allotment rents and reported regularly</p>
Insurance	<p>A review of insurance was carried out in July</p>
Minutes of Meetings	<p>Minutes were reviewed and do not reveal any unusual activity.</p>
Precept	<p>The precept was received in two equal payments of £16,000. In December 2022 the council agreed an increased precept figure of £61,500 for the 2023/24 financial year. There is reference in the January 2023 minutes of a precept request being submitted for £61,000 (in line with the agreed budget).</p>

	The Clerk confirmed that the sum recorded in the December minutes is incorrect.
Risk Assessments	The Council should review their Governance Risk Assessment annually.
Transparency Code and AGAR publishing requirements	The council have had significant issues in implementing a new website, and as a result the publishing requirements have not been met.
VAT return	VAT is claimed annually at the end of the financial year.

Yours sincerely,

Mrs Caroline Holgate
 Internal Auditor to the Council
 07766 334541
 clholgate@hotmail.com

The figures submitted in the Annual Governance and Accountability Return are:

	Year ending 31 March 2022	Year ending 31 March 2023
1. Balances brought forward	19,317	25,603
2. Annual precept	28,000	32,000
3. Total other receipts	7,847	6,015
4. Staff costs	4,206	4,332
5. Loan interest/capital repayments	0	0
6. Total other payments	25,355	39,422
7. Balances carried forward	25,603	19,864
8. Total cash and investments	25,603	19,864
9. Total fixed assets and long-term assets	65,515	65,515
10. Total borrowings	0	0

The proper practices referred to in Accounts and Audit Regulations are set out in *Governance and Accountability for Smaller Authorities in England (2022)*. It is a guide to the accounting practices to be followed by local councils and it sets out the appropriate standard of financial reporting to be followed. A copy of the guide is available for free download from:

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/107242/gaa-2022.pdf

KISLINGBURY PARISH COUNCIL

Clerk - Mrs. Ann Addison, The Paddocks, Baker Street, Gayton, Northampton, NN7 3EZ
Telephone: 01604 858226 & Email: parishclerk811@btinternet.com

BANK RECONCILIATION YEAR ENDING 31ST MARCH 2023

	RECEIPTS	38015.04
	Plus BALANCES BROUGHT FORWARD	<u>25603.28</u>
		63618.32
Less	PAYMENTS	<u>43754.02</u>
		19864.30
	BARCLAYS BANK - Current Account	22032.70
Plus	BARCLAYS BANK - Deposit Account	<u>1513.76</u>
		23546.46
Less	UNPRESENTED CHEQUES	<u>3682.16</u>
		19864.30

Unpresented cheques:
1683 £15, 1937 £11, 1939 £67.50, 1942 £374.60, 1943 £1366.80, 1946 £300.26, 1947 £1536,
1948 £11

Signed: Ann Addison Responsible Financial Officer

Dated: 30th June 2023

KISLINGBURY PARISH COUNCIL	YEAR	YEAR	Comments
ACCOUNTS FOR THE YEAR ENDING:			
31st MARCH 2023	2022/2023	2021/2022	
EXPENDITURE			
Insurance Premium	1476 29	1225 42	
Village Grass Mowing	6410 00	6773 50	
Lighting - Fuel costs	7673 78	4572 32	
Lighting - Maintenance	1251 10	1000 88	
Lighting - Repairs & New Lamps	1471 26	43 47	
Clerk's Salary	3465 84	3363 60	
Clerk's Expenses	877 13	700 73	
Clerk's PAYE	866 40	842 40	
Councillors Expenses & Training	10 00	12 00	
N.A.L.C. Membership	737 51	499 01	
Audit Fees External	200 00	425 00	
Grants Village News	1500 00	1500 00	
K.P.F.A.	1500 00	1000 00	
Church Grass Mowing	1500 00	1500 00	
Section 137 - Donations, Celebration Items	0 00	280 00	
General Administration	2972 21	515 00	
Village Maintenance	687 80	336 85	
Dog Bin Services & Purchases	2295 60	1658 80	
Allotments	710 36	381 67	
Community Pantry	1576 03	0 00	
Hall Hire	109 00	0 00	
Website	1919 00	64 99	
Total Spend	39209.31	26695.64	
Plus VAT Recoverable - Parish	4544.71	2865.74	
TOTAL	43754.02	29561.38	
INCOME			
SNC Precept	32000 00	28000 00	
Bank Interest	3 30	0 16	
VAT Refund	2865 74	3196 90	
NCC Grass mowing contribution	0 00	676 85	
Other - donations / contributions + CIL	2782 50	2973 65	
S 137	0 00	0 00	
Allotments	363 50	1000 00	
Total Income	38015.04	35847.56	
Plus balances brought forward	25603.28	19317.10	
	63618.32	55164.66	
Less expenditure	-43754.02	-29561.38	
TOTAL	19864.30	25603.28	
BANK BALANCES:			
Current Account	22032.70	24122.81	
Business/Deposit Account	1513.76	1510.46	
	23546.46	25633.27	
Less unrepresented cheques 2021/2022 1683, 1840	-3682.16	-29.99	
Total	19864.30	25603.28	
Unrepresented cheques 2022/2023			
1937 £11, 1939 £67.50, 1942 £374.60, 1943 £1366.80,			
1946 £300.26, 1947 £1536, 1948 £11, 1683 £15			

KINGSBURY PARISH COUNCIL				
PRECEPT / BUDGET MATTER 2				
ITEM	Budget Year 2020/2021	Actual to Dec. 2021	Budget 2022/2023	Comments
PARISH EXPENSES				
Audit Prof & NCAIC	450.00	425.00		
Clerk's Salary	4332.18	2522.70	4332.18	
Clerk's Expenses	550.00	538.27	550.00	
Clerk's PAYE		631.80		Taken from the Clerk's salary
Lighting - Power	5500.00	3375.53	5500.00	
Lighting - Maintenance	1500.00	794.13	1500.00	
Lighting - New	2000.00	0.00	2000.00	
Grass Mowing	6000.00	6233.60	6000.00	
Grant Aid - Kingsbury News	1500.00	1500.00	1500.00	
Grant Aid - KPFA	1500.00	1000.00	1500.00	
Grant Aid - Church	1500.00	1500.00	1500.00	
Insurance	1300.00	1225.42	1300.00	
NALC	550.00	499.01	550.00	
Village Maintenance	2000.00	197.35	2000.00	To add trees & hedges
Dog Bin Services	2050.00	0.00	2050.00	Annual invoice in February
General Administration	1500.00	360.90	1500.00	
Clerk's Expenses & Training	150.00	12.00	150.00	
Allocments	500.00	210.68	500.00	
S 137 donations	2500.00	280.00	2500.00	Applicants invited
Grit Bins & gritting	150.00	0.00	150.00	
Website	2000.00		2000.00	Change of site
Reserve fund	1500.00		1500.00	Footpaths, R. Rd. lighting, elections
VAT to be recovered	34406.00	21306.00	37092.18	
		2118.68		
	34406.00	23425.37	37092.18	
RECEIPTS				
	Dec. 2021			
Precept	28000.00			
Bank Interest	0.08			
VAT refund	3198.90			
Other	2573.68			CA Receipts
Allocments	573.00			
Open Spaces - NCC Rebate	0.00			Grass mowing contribution applied for from NCC
	34843.63	0.00	0.00	
BANK ACCOUNTS				
Current Account	29907.44			
SP Savings Account	1510.42			
	31177.86	0.00	0.00	
Precept				
	2020-2021	2021-2022	2022-2023	
	28000.00	28000.00	32000.00	Agreed precept £32,000.00 Reasons: increase in fuel prices, change of website, addition of Reserve Fund, specific grant aid changes.
Proposed by				
Seconded by				

KISLINGSBURY PARISH COUNCIL																	
DATE	CHQ. No.	PAID TO	DETAILS	GRASS MOWING	ALLOTMENTS	CLERKS SALARY	CLERKS PAYE	CLERKS EXP.	CHAIRMAN & CLERKS EXPENSES & TRAINING	GENERAL ADMIN	AUDIT FEES	PUBLIC LIGHTING	DOG BINS Service & Purchase	VILAGE MAINTN	8137 + Comm Penity	VAT	TOTAL PAYMENTS
18/10/22		Brought forward		8440.00	158.00	3021.74	865.40	577.74	0.00	2831.48	200.00	8949.74	0.00	335.93	4500.00	2882.07	1478.29
	1888	A. J. Gallagher	Annual insurance cover		18.00										156.08		15.00
	1887	Clara Hayward	Allocation deposit return												72.20		9.50
	1888	M. Harris	8137 + Comm Penity												114.56		687.83
	1889	MARRC	Clark's PAYE				72.20			9.50		572.97					72.20
	1900	Kislingsbury village hall	Hire of committee room												88.64		8.50
	1901	Npower	Lighting supply												60.60		60.60
	1902	Mrs A. Addison (Clark)	Salary & Expenses			288.82		62.19									92.09
	1903	Alotments	Mowing	770.00													30.00
	1904	M. Harris	Clark's PAYE				72.20			9.50							121.74
	1905	Kislingsbury village hall	Hire of committee room														23.47
	1906	MARRC	Clark's PAYE														150.00
	1907	MARRC	VAT recovery scheme														250.22
	1908	Chris Payne	Road repair work														409.05
	1909	E. ON	Maintenance of premises			288.82		67.19		30.00							470.48
	1910	A. Addison (Clark)	Salary & Expenses														284.48
	1911	MARRC	Budget training														28.19
	1912	Npower	Lighting supply														9.50
	1913	Anglian Water	Abatement supply		244.61												72.20
	1914	Paragon Landscapes	Christmas Trees + ornaments														180.00
	1915	M. Harris	Tree Lights														50.04
	1916	M. Harris	Personal Wreath Cakes														81.78
	1917	E. ON	Clark's PAYE				72.20			9.50							67.50
	1918	MARRC	Room hire														11.00
	1919	MARRC	Christmas tree planning														205.09
	1920	Alotments	Christmas tree planning														72.20
	1921	E. ON	Lighting maintenance														300.28
	1922	Npower	Lighting supply - Dec.														480.84
	1923	Npower	Lighting supply - Jan.														564.95
	1924	Barbara Osborne	Patrol Services														67.50
	1925	A. Addison (Clark)	Salary & Expenses			288.82		64.29		11.00							363.11
	1926	Kislingsbury village hall	Room hire - Jan - increase														11.00
	1927	M. Harris	Community Penity				72.20										295.09
	1928	MARRC	Clark's PAYE														72.20
	1929	Marcus Young	Annual Inv. Dog bins														2196.48
	1930	Npower	Lighting supply - January														544.23
	1931	A. Addison (Clark)	Salary & Expenses														337.55
	1932	Gaston UK Ltd	Large dog waste bin														364.24
	1933	S. Deane	Car's replacement gift														10.00
	1934	M. Harris	Community Penity						10.00								398.14
	1935	S.N. Community Resp	Donorator														1419.00
	1936	MARRC	Clark's PAYE				72.20										72.20
	1937	Kislingsbury V Hall	Hire of room														78.79
	1938	Anglian Water	Abatement supply														67.50
	1939	Barbara Osborne	Patrol Services														478.81
	1940	Npower	Lighting supply - Feb														345.81
	1941	A. Addison (Clark)	Salary & Expenses			288.82		58.99		1199.00							374.60
	1942	M. Harris	Community Penity														227.80
	1943	services UK	New website fees														28.00
	1944	Alotments	Installation of dog bin														240.00
	1945	Tree King	Abatement hedge work		340.00												66.04
	1946	E. ON	Lighting maintenance														1280.00
	1947	E. ON	Mulch's Clack new grass														11.00
	1948	Kislingsbury village hall	Room hire														0.00
				6410.00	719.36	3465.84	898.40	877.13	19.00	7214.01	200.00	10398.14	2285.60	687.80	6078.03	4844.71	43784.03

KISLINGBURY PARISH COUNCIL

www.kislingburyparishcouncil.org.uk

Clerk - Mrs. Ann Addison

The Puddocks, Baker Street, Gayton, Northampton, NN7 3EZ

Telephone: 01604 858226 & E. Mail: a_addison@btinternet.com & parishclerk811@btinternet.com

ACCOUNTS FOR THE YEAR ENDING 31ST MARCH 2023 VARIANCES

Item	2021/2022	2022/2023	Variance	Explanation
Balances brought forward	19317.00	25603.00		
Precept	28000.00	32000.00		
Total other Receipts	7847.00	6015.00	23.35%	<ul style="list-style-type: none"> • Donation received for the Community Pantry @ £1000.00 • Donation towards village Christmas Tree @ £300.00 • Sale of surplus Jubilee bags @ £182.00 • Defibrillator donation @ £119.00
Staff Costs	4206.00	4332.00		
Loan	0.00	0.00		
All other Payments	25355.00	39422.00	55.48%	<ul style="list-style-type: none"> • The newly established community Pantry for food aid.
Balances carried forward	25603.00	19864.00		
Total Cash/Investments	25603.00	19864.00		
Total Fixed Assets	65515.00	65515.00		
Total Borrowing	0.00	0.00		

Signed: *Ann Addison*
Clerk & Responsible Financial Officer

Date: 30th June 2023

KISLINGBURY PARISH COUNCIL			
ACCOUNTS FOR THE YEAR ENDING			
31st MARCH 2023			
	<u>YEAR</u>	<u>YEAR</u>	<u>Comments</u>
	2022/2023	2021/2022	
EXPENDITURE			
Insurance Premium	1476.29	1225.42	
Village Grass Mowing	6410.00	6773.50	
Lighting - Fuel costs	7673.78	4572.32	
Lighting - Maintenance	1251.10	1000.88	
Lighting - Repairs & New Lamps	1471.26	43.47	
Clerk's Salary	3465.84	3363.60	
Clerk's Expenses	877.13	700.73	
Clerk's PAYE	866.40	842.40	
Councillors Expenses & Training	10.00	12.00	
N.A.L.C. Membership	737.51	499.01	
Audit Fees External	200.00	425.00	
Grants Village News	1500.00	1500.00	
K.P.F.A.	1500.00	1000.00	
Church Grass Mowing	1500.00	1500.00	
Section 137 - Donations, Celebration Items	0.00	280.00	
General Administration	2972.21	515.00	
Village Maintenance	687.80	336.85	
Dog Bin Services & Purchases	2295.60	1658.80	
Allotments	710.36	381.67	
Community Pantry	1576.03	0.00	
Hall Hire	109.00	0.00	
Website	1919.00	64.99	
Total Spend	39209.31	26695.64	
Plus VAT Recoverable - Parish	4544.71	2865.74	
TOTAL	43754.02	29561.38	
INCOME			
SNC Precept	32000.00	28000.00	
Bank Interest	3.30	0.16	
VAT Refund	2865.74	3196.90	
NCC Grass mowing contribution	0.00	676.85	
Other - donations / contributions + CIL	2782.50	2973.65	
S 137	0.00	0.00	
Allotments	363.50	1000.00	
Total Income	38015.04	35847.56	
Plus balances brought forward	25603.28	19317.10	
	63618.32	55164.66	
Less expenditure	-43754.02	-29561.38	
TOTAL	19864.30	25603.28	
BANK BALANCES:			
Current Account	22032.70	24122.81	
Business/Deposit Account	1513.76	1510.46	
	23546.46	25633.27	
Less unrepresented cheques 2021/2022: 1683, 1840	-3682.16	-29.99	
Total	19864.30	25603.28	
Unrepresented cheques 2022/2023			
1937 £11, 1939 £67.50, 1942 £374.60, 1943 £1366.80,			
1946 £300.26, 1947 £1536, 1948 £11, 1683 £15			

Smaller authority name: _____

**NOTICE OF PUBLIC RIGHTS AND PUBLICATION
OF UNAUDITED ANNUAL GOVERNANCE &
ACCOUNTABILITY RETURN**

ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2023

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

NOTICE	NOTES
<p>1. Date of announcement <u>19th March 2024</u> (a)</p> <p>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.</p> <p>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 2023, these documents will be available on reasonable notice by application to:</p> <p>(b) <u>Rislingbury Parish Council website</u> <u>email address</u> <u>CRislingburypc.org.uk</u></p> <p>commencing on (c) <u>20 March 2024</u></p> <p>and ending on (d) <u>2nd May 2024</u></p> <p>3. Local government electors and their representatives also have:</p> <ul style="list-style-type: none"> • 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. <p>The appointed auditor can be contacted at the address in paragraph 4 below for this purpose between the above dates only.</p> <p>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:</p> <p>PKF Littlejohn LLP (Ref: SBA Team) 15 Westferry Circus Canary Wharf London E14 4HD (sba@pkf-l.com)</p> <p>5. This announcement is made by (e) <u>Jonathan Hughes</u> <u>Chair, Rislingbury Parish Council</u> Jonathan Hughes <u>jonathanhughes333@gmail.com</u></p>	<p>(a) Insert date of placing of the notice which must be not less than 1 day before the date in (c) below</p> <p>(b) Insert name, position and address/telephone number/ email address, as appropriate, of the Clerk or other person to which any person may apply to inspect the accounts</p> <p>(c) Insert date, which must be at least 1 day after the date of announcement in (a) above and at least 30 working days before the date appointed in (d) below</p> <p>(d) The inspection period between (c) and (d) must be 30 working days inclusive and must include the first 10 working days of July.</p> <p>(e) Insert name and position of person placing the notice - this person must be the responsible financial officer for the smaller authority</p>