

# Local Councils, Internal Drainage Boards and other Smaller Authorities in England

## Annual return for the year ended 31 March 2016

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Every smaller authority in England with an annual turnover of £6.5 million or less must complete an annual return at the end of each financial year in accordance with proper practices summarising its activities. In this annual return the term 'smaller authority'\* includes a Parish Meeting, a Parish Council, a Town Council and an Internal Drainage Board.

### The annual return on pages 2 to 4 is made up of three sections:

- Sections 1 and 2 are completed by the smaller authority. Smaller authorities must approve Section 1 before Section 2.
- Section 3 is completed by the external auditor.

In addition, the **internal audit report** is completed by the smaller authority's internal audit provider.

Each smaller authority must approve Sections 1 and 2 of this annual return no later than 30 June 2016.

### Completing your annual return

Guidance notes, including a completion checklist, are provided on page 6 and at relevant points in the annual return.

Complete all highlighted sections. Do not leave any highlighted box blank. Incomplete or incorrect returns require additional external auditor work and may incur additional costs.

Send the annual return, together with the bank reconciliation as at 31 March 2016, an explanation of any significant year on year variances in the accounting statements, **your notification of the commencement date of the period for the exercise of public rights** and any additional information requested, to your external auditor by the due date.

**Your external auditor will ask for any additional documents needed for their work. Unless requested, do not send any original financial records to the external auditor.**

Once the external auditor has completed their work, certified annual returns will be returned to the smaller authority for publication or public display of Sections 1, 2 and 3. You must publish or display the annual return, including the external auditor's report, by 30 September 2016.

It should not be necessary for you to contact the external auditor for guidance.

More guidance on completing this annual return is available in the Practitioners' Guides that can be downloaded from [www.nalc.gov.uk](http://www.nalc.gov.uk) or from [www.slcc.co.uk](http://www.slcc.co.uk) or from [www.ada.org.uk](http://www.ada.org.uk)

\*for a complete list of bodies that may be smaller authorities refer to schedule 2 to Local Audit and Accountability Act 2014

# Section 1 – Annual governance statement 2015/16

We acknowledge as the members of:

Enter name of  
smaller authority here:

ILMINSTER

our responsibility for ensuring that there is a sound system of internal control, including 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 2016, that:

	Agreed		'Yes' means that this smaller authority:	
	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 smaller authority to conduct its business or on 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 smaller authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.			considered the financial and other risks it faces and has 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 smaller 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.	Yes	No	NA	has met all of its responsibilities where it is a sole managing trustee of a local trust or trusts.

This annual governance statement is approved by this smaller authority and recorded as minute reference:

\_\_\_\_\_ dated \_\_\_\_\_

Signed by:

Chair \_\_\_\_\_

dated \_\_\_\_\_

Signed by:

Clerk \_\_\_\_\_

dated \_\_\_\_\_

\*Note: Please provide explanations to the external auditor on a separate sheet for each 'No' response. Describe how this smaller authority will address the weaknesses identified.

# Section 2 – Accounting statements 2015/16 for

Enter name of smaller authority here:

Ilminster

	Year ending		Notes and guidance
	31 March 2015 £	31 March 2016 £	
1. Balances brought forward	284 539	365 914	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	227 806	231 223	Total amount of precept or (for IDBs) rates and levies received or receivable in the year. Exclude any grants received.
3. (+) Total other receipts	76 689	314 535	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	109 026	124 928	Total expenditure or payments made to and on behalf of all employees. Include salaries and wages, PAYE and NI (employees and employers), pension contributions and employment expenses.
5. (-) Loan interest/capital repayments	0	0	Total expenditure or payments of capital and interest made during the year on the smaller authority's borrowings (if any).
6. (-) All other payments	114 094	412 018	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	365 914	374 726	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	363 528	347 326	The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – <b>To agree with bank reconciliation.</b>
9. Total fixed assets plus long term investments and assets	939 550	271 312	The original Asset and Investment Register value of all fixed assets, plus other long term assets owned by the smaller authority as at 31 March
10. Total borrowings	0	0	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).
11. (For Local Councils Only) Disclosure note re Trust funds (including charitable)	Yes	No	The Council acts as sole trustee for and is responsible for managing Trust funds or assets. N.B. The figures in the accounting statements above do not include any Trust transactions.

I certify that for the year ended 31 March 2016 the accounting statements in this annual return present fairly the financial position of this smaller authority and its income and expenditure, or properly present receipts and payments, as the case may be.

Signed by Responsible Financial Officer

Joy Nones

Date

I confirm that these accounting statements were approved by this smaller authority on this date:

and recorded as minute reference:

Signed by Chair of the meeting approving these accounting statements.

Date

## Section 3 – External auditor certificate and report 2015/16 Certificate

We certify that we have completed our review of the annual return, and discharged our responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2016 in respect of:

Enter name of  
smaller authority here:

### Respective responsibilities of the body and the auditor

This smaller authority is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The smaller authority prepares an annual return in accordance with proper practices which:

- summarises the accounting records for the year ended 31 March 2016; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

Our responsibility is to review the annual return in accordance with guidance issued by the National Audit Office (NAO) on behalf of the Comptroller and Auditor General (see note below). Our work does not constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and does not provide the same level of assurance that such an audit would do.

### External auditor report

(Except for the matters reported below)\* on the basis of our review of the annual return, in our opinion the information in the annual return is in accordance with proper practices and no matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met. (\*delete as appropriate).

(continue on a separate sheet if required)

Other matters not affecting our opinion which we draw to the attention of the smaller authority:

(continue on a separate sheet if required)

External auditor signature

External auditor name

Date

Note: The NAO issued guidance applicable to external auditors' work on 2015/16 accounts in Auditor Guidance Note AGN/02. The AGN is available from the NAO website ([www.nao.org.uk](http://www.nao.org.uk))

# Annual internal audit report 2015/16 to

Enter name of smaller authority here:

ILMINSTER TOWN COUNCIL

This smaller authority's internal audit, acting independently and on the basis of an assessment of risk, carried out a selective assessment of compliance with relevant procedures and controls expected to be in operation during the financial year ended 31 March 2016.

Internal audit has been carried out in accordance with this smaller authority's needs and planned coverage. On the basis of the findings in the areas examined, the internal audit conclusions are summarised in this table. Set out below are the objectives of internal control and alongside are the internal audit conclusions on whether, in all significant respects, the control objectives were being achieved throughout the financial year to a standard adequate to meet the needs of this smaller authority.

Internal control objective	Agreed? Please choose only one of the following		
	Yes	No*	Not covered**
A. Appropriate accounting records have been kept properly throughout the year.	✓		
B. This smaller authority met its financial regulations, payments were supported by invoices, all expenditure was approved and VAT was appropriately accounted for.	✓		
C. This smaller authority assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these.		✓	
D. The precept or rates requirement resulted from an adequate budgetary process; progress against the budget was regularly monitored; and reserves were appropriate.	✓		
E. Expected income was fully received, based on correct prices, properly recorded and promptly banked; and VAT was appropriately accounted for.	✓		
F. Petty cash payments were properly supported by receipts, all petty cash expenditure was approved and VAT appropriately accounted for.	✓		
G. Salaries to employees and allowances to members were paid in accordance with this smaller authority's approvals, and PAYE and NI requirements were properly applied.	✓		
H. Asset and investments registers were complete and accurate and properly maintained.	✓		
I. Periodic and year-end bank account reconciliations were properly carried out.	✓		
J. Accounting statements prepared during the year were prepared on the correct accounting basis (receipts and payments or income and expenditure), agreed to the cash book, supported by an adequate audit trail from underlying records and where appropriate debtors and creditors were properly recorded.	✓		

K. (For local councils only) Trust funds (including charitable) – The council met its responsibilities as a trustee.	Yes	No	Not applicable
			✓

For any other risk areas identified by this smaller authority adequate controls existed (list any other risk areas below or on separate sheets if needed)

RE: C - THIS WILL BE DETAILED IN SEPARATE INTERNAL AUDIT REPORT AND RECOMMENDATIONS MADE

Name of person who carried out the internal audit ANGELA HOOPER

Signature of person who carried out the internal audit *A Hooper* Date 9/5/2016

\*If the response is 'no' please state the implications and action being taken to address any weakness in control identified (add separate sheets if needed).  
 \*\*Note: If the response is 'not covered' please state when the most recent internal audit work was done in this area and when it is next planned, or, if coverage is not required, internal audit must explain why not (add separate sheets if needed).

## Guidance notes on completing the 2015/16 annual return

1. You must apply proper practices for preparing this annual return. Proper practices are found in the Practitioners' Guide\* which is updated from time to time and contains everything you should need to prepare successfully for your financial year-end and the subsequent work by the auditor. NALC, SLCC and ADA have helplines if you want to talk through any problem you encounter.
2. Make sure that your annual return is complete (i.e. no empty highlighted boxes), and is properly signed and dated. Avoid making amendments to the completed return. Any amendments must be approved by the smaller authority, properly initialled and explanation provided. Annual returns containing unapproved or unexplained amendments will be returned and may incur additional costs. **Smaller authorities must approve the annual governance statement before approving the accounts.**
3. Use the checklist provided below. Use a second pair of eyes, perhaps a Councillor or Board Member, to review the annual return for completeness before sending it to the external auditor.
4. Do not send the external auditor any information not specifically asked for. Doing so is not helpful. However, you must tell the external auditor about any change of Clerk, Responsible Finance Officer or Chair.
5. Make sure that the copy of the bank reconciliation which you send to your external auditor with the annual return covers all your bank accounts. If your smaller authority holds any short-term investments, note their value on the bank reconciliation. The external auditor must be able to agree your bank reconciliation to Box 8 on the accounting statements (**Section 2 on page 3**). You must provide an explanation for any difference between Box 7 and Box 8. More help on bank reconciliation is available in the Practitioners' Guide\*.
6. Explain fully significant variances in the accounting statements on **page 3**. Do not just send in a copy of your detailed accounting records instead of this explanation. The external auditor wants to know that you understand the reasons for all variances. Include complete analysis to support your explanation. There are a number of examples provided in the Practitioners' Guide\* to assist you.
7. If the external auditor has to review unsolicited information, or receives an incomplete bank reconciliation, or you do not fully explain variances, this may incur additional costs for which the auditor will make a charge. **From 2016 onwards, you must inform the auditor of the date set for the commencement of the period for the exercise of public rights.**
8. Make sure that your accounting statements add up and the balance carried forward from the previous year (Box 7 of 2015) equals the balance brought forward in the current year (Box 1 of 2016).
9. Do not complete Section 3 which is reserved for the external auditor.

Completion checklist – 'No' answers mean you may not have met requirements		Done?
All sections	All highlighted boxes have been completed?	
	All additional information requested, <b>including the dates set for the period for the exercise of public rights</b> , has been provided for the external auditor?	
Section 1	For any statement to which the response is 'no', an explanation is provided?	
Section 2	Smaller authority approval of the accounting statements is confirmed by the signature of the Chair of the approval meeting?	
	An explanation of significant variations from last year to this year is provided?	
	Bank reconciliation as at 31 March 2016 agreed to Box 8?	
	An explanation of any difference between Box 7 and Box 8 is provided?	
Sections 1 and 2	Trust funds – all disclosures made if a Council is a sole managing trustee? NB: Do not send trust accounting statements unless requested.	
Internal Audit report	All highlighted boxes completed by internal audit and explanations provided?	

\*Note: Practitioners' Guides are available from your local NALC, SLCC or ADA representatives or from [www.nalc.gov.uk](http://www.nalc.gov.uk) or [www.slcc.co.uk](http://www.slcc.co.uk) or [www.ada.org.uk](http://www.ada.org.uk).

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**ILMINSTER TOWN COUNCIL**

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

**ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2015**

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

1. Date of Announcement **24 April 2015.**
2. Each year the Council's 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 31 March 2015 these documents will be available on reasonable notice on application to:

Joy Norris - Town Clerk  
Ilminster Town Council  
Council Offices  
North Street  
Ilminster TA19 0DG

between the hours of 10 am and 12 noon on Mondays to Fridays (excluding public holidays), commencing on 8th May 2015 and ending on 5th June 2015.

3. **Local Government Electors and their representatives also have rights to:**
  - question the auditor about the accounts: and
  - object 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 Town Council.

The auditor can be contacted at the address in paragraph 4 below for this purpose on **8th June 2015** and until the audit has been completed.

4. **The Council's audit is being conducted under the provisions of the Audit Commission Act 1998, the Accounts and Audit (England) Regulations 2011 and the Audit Commission's Code of Audit Practice, all as transitionally saved.**

Your appointed auditor is:

**Barrie Morris  
Grant Thornton UK LLP  
Hartwell House  
55-61 Victoria Street  
Bristol BS1 6FT  
Tel: 0117 305 7600**

5. **This announcement is made by Joy Norris, Town Clerk.**



# ILMINSTER TOWN COUNCIL



## NOTICE OF CONCLUSION OF AUDIT

ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2015

**Audit Commission Act 1998 (as transitionally saved)  
The Accounts and Audit (England) Regulations 2011**

1. **Date of Notice:** 28<sup>th</sup> September 2015

2. **NOTICE**

The Audit of the Council's Accounts for the above year has been concluded on 19th August 2014 by Grant Thornton UK LLP.

3. **Publication of Accounts**

A copy of the Statement of Accounts and the Auditor's Certificate and Report thereon has been published.

4. **Local Government Elector's Rights**

A Local Government Elector for the Parish may obtain, inspect or take a copy of the Statement of Accounts and Auditor's Certificate and Report by arrangement with the Clerk at the address and times set out below.

5. **Days and times of availability:**

Monday to Friday  
between the hours of  
10 am and 12 pm

6. **Address where the Documents may be inspected or purchased**

The Council Offices  
North Street  
Ilminster  
Somerset  
TA19 0DG

Tel: 01460 52149

7. **Signature and name of person giving Notice on behalf of Council**

  
..... Joy Norris - Town Clerk



**ILMINSTER TOWN COUNCIL  
SOMERSET  
YEAR ENDED 31 MARCH 2016**

**BANK RECONCILIATION**

<b>Current Account</b>	
Balance on Bank Statement at 31 March 2016	£100.00
<b>Outstanding items</b>	
<b>Less</b> unpresented cheques	
M/s J Norris	£115.00
Loxston	£170.86
Somerset County Council	£1,803.47
Bradfords Building Supplies	£65.63
Chess Ltd	£83.98
Mr M Harvey	£130.00
Ile Youth & Community Centre	£2,000.00
Samson	£15.29
Chubb Fire & Security	£116.46
Glen Cleaning Co. Ltd	£293.88
Chris Lee	£500.00
Lewis Sales Srevices Ltd	£912.00
Martin McColl	£8.88
M/s J Norris	£29.99
WT & RJ Jones	£1,544.40
Yarcombe Woodland Products Ltd	£156.37
Petty Cash	£67.65
<b>Total</b>	<b>£8,013.86</b>
<b>Plus</b> Uncleared payments into bank	£0.00
	-£7,913.86
<b>Football &amp; Community Facility Current Account</b>	
Balance on Bank Statement at 31 March 2016	£74,951.12
<b>Outstanding items</b>	
<b>Less</b> unpresented cheques	
PK Durman	£3,127.68
Wessex Water Services	£7,327.91
Wales ' & West Utilities	£1,110.29
Western Power Distribution	£13,313.90
REF Electrics Ltd	£3,279.84
MW Layzell Ltd	£24,529.39
	<b>£52,689.01</b>
<b>Plus</b> Uncleared payments into bank	£0.00
	£22,262.11

**ILMINSTER TOWN COUNCIL  
SOMERSET  
YEAR ENDED 31 MARCH 2016**

**EXPLANATIONS FOR VARIANCES**

<b>Box</b>	<b>2015</b>	<b>2016</b>	<b>Variance (2016 less 2015)</b>	<b>% (Variance Divided by 2015 figure multiplied by 100</b>	<b>Explanation required? Less than £250? - NO More than 15% - YES Less than 15% - NO</b>
2	£227,806	231223	£3,417	1	NO
3	£76,689	314535	£237,846	310	YES
4	£109,026	124928	£15,902	15	YES
5	£0	0	£0	0	NO
6	£114,094	412018	£297,924	261	YES
9	£939,550	£ 271,312	-£668,238	-71	YES

**ILMINSTER TOWN COUNCIL  
SOMERSET  
YEAR ENDED 31 MARCH 2016**

**EXPLANATIONS FOR BOX 3**

	£
Figure in 2016 column	£314,535
Figure in 2015 column	£76,689
Variance (2016 figure less 2015 figure)	£237,846
<b>Reason</b>	<b>Amount £</b>
Christmas Lights	-£1,808
Insurance Claims	£903
Income	-£649
Rec Review	-£5,307
Interest	-£1,613
Grants	-£10,077
Market	-£833
Football & Community Facility	£258,702
Donations	-£520
Rents	-£586
Burial Fees	-£333
Civic Evening	-£34
Market House	£0
Cemetery Lodge	£0
	£237,845



**ILMINSTER TOWN COUNCIL  
SOMERSET  
YEAR ENDED 31 MARCH 2016**

**EXPLANATIONS FOR BOX 6**

	£
Figure in 2016 column	£412,018
Figure in 2015 column	£114,094
Variance (2016 figure less 2015 figure)	£297,924
<b>Reason</b>	<b>Amount £</b>
Members Expenses	-£1,099
Christmas Lights	-£1,808
Toilets	£133
Civic Evening	£0
Insurance Claims	£0
Expenditure	-£6,753
Office Rents & Service	-£56
OS Rents & Services	-£92
OS Maintenance	-£1,602
OS Purchases	£6,253
Rec Review	£9,913
Office Costs	£2,866
Market	£171
OS Costs	-£7,606
Football & Community Facility	£287,198
S137 Payments	£655
Cemetery Costs	-£2,703
Market House Costs	£11,964
Insurance	£252
St Mary's Churchyard	£0.00
Cemetery Lodge	£237.00
	<b>£297,923</b>



**ILMINSTER TOWN COUNCIL  
SOMERSET  
YEAR ENDED 31 MARCH 2016**

**RECONCILIATION BETWEEN BOXES 7 AND 8 ON THE ANNUAL RETURN**

	£
Figure in <b>Box 8</b> of the Annual Return	£347,325.88
<b>Less</b> Creditors at 31 March 2016 (see list below)	£10,277.30
<b>Plus</b> Debtors at 31 March 2016 (see list below)	£37,678.05
Figure in <b>Box 7</b> of the Annual Return	£374,726.63
<b>Creditors:</b>	
Bradfords Building Supplies Ltd	£154.57
Chess Ltd	£68.32
Chubb Fire Ltd	£102.51
Crewkerne Horticultural	£343.75
Crossman Associates	£2,770.00
Experience Iminster CIC Ltd	£55.00
Grant Thornton	£1,300.00
Iminster Home Hardware	£29.10
Larkmans TA Spar Iminster	£172.17
Mr C Lee	£400.00
Mawdsleys BER Ltd	£156.00
NatWest Bank Ltd	£51.88
Somerset Landscapes Ltd	£190.00
South West Audit Partnership	£1,800.00
Steel Line Ltd	£2,684.00
	<b>£10,277.30</b>
<b>Debtors</b>	
HMRC (Vat)	£27,205.64
Iminster Sports Club	£942.83
Iminster Town Football Club	£173.42
Market Traders	£82.80
SSDC	£8,714.10
Tuck Shop	£23.26
AJ Wakely & Son	£536.00
	<b>£37,678.05</b>





INWINSTER TOWN COUNCIL  
 NOTICE OF DATE OF COMMENCEMENT OF PERIOD FOR THE  
 EXERCISE OF PUBLIC RIGHTS  
 ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2016

**The Accounts and Audit Regulations 2015 (SI 2015 No.234)  
 The Local Audit and Accountability Act 2014**

NOTICE	NOTES
<p>1. Date of announcement <u>11 May 2016</u> (a)</p> <p>2. Sections 26 and 27 of the Local Audit and Accountability Act 2014 provide for:</p> <ul style="list-style-type: none"> <li>• 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 31 March 2016 these documents will be available on reasonable notice on application to the person in paragraph 3 below.</li> <li>• Local Government Electors and their representatives have rights to:               <ul style="list-style-type: none"> <li>• question the auditor about the accounts: and</li> <li>• object 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 Smaller Authority.</li> </ul> </li> </ul> <p>The auditor can be contacted at the address in paragraph 5 below for this purpose.</p> <p>3. Person to which you can apply to inspect the accounts (b)</p> <p>Name: <u>Joy Norris</u></p> <p>Position: <u>Town Clerk</u></p> <p>Address: <u>COUNCIL OFFICES NORTH ST</u>  <u>INWINSTER</u></p> <p>Tel no: <u>01460 52149</u></p> <p>Email: <u>town.clerk@inwinster.gov.uk</u></p> <p>4. Any rights of inspection, objection, and questioning of the auditor may only be exercised within a single period of 30 <u>working</u> days:</p> <p>commencing on (c) <u>MONDAY 6<sup>th</sup> JUNE 2016</u></p> <p>and ending on (d) <u>FRIDAY 15<sup>th</sup> JULY 2016</u></p> <p>5. Your appointed auditor is:</p> <p>Barrie Morris          Grant Thornton UK LLP          Hartwell House          55 – 61 Victoria Street          Bristol BS1 6FT          Tel: 0117 305 7600</p> <p>For more detailed guidance on electors' rights and the special powers of auditors, copies of the publication Council Accounts – A Guide to Your Rights are available from the National Audit Office website.</p>	<p>(a) Insert date of placing of this notice</p> <p>Sections 26 and 27 of the Local Audit and Accountability Act 2014 must be published with this Notice</p> <p>(b) Insert name, position, address and contact details such as telephone and email of the Clerk or other person to which any person may apply to inspect the accounts, and the details of the manner in which notice should be given of an intention to inspect the accounting records and other documents</p> <p>(c) Insert date at least 1 working day after the Date of announcement in paragraph 1 above and between 3 June 2016 and 1 July 2016.</p> <p>(d) The inspection period between (c) and (d) must be 30 consecutive working days and must include the first 10 working days of July. Exclude weekends.</p>

IWMINSTER TOWN COUNCIL  
DECLARATION OF STATUS OF PUBLISHED ACCOUNTS  
FOR THE YEAR ENDED 31 MARCH 2016

**The Accounts and Audit Regulations 2015 (SI 2015 No.234)**

1. The statement of accounts for IWMINSTER TOWN COUNCIL\*  
published today is unaudited and may be subject to change.

*\* insert name of Smaller Authority*

2. Signed by:

Signature:   Eg Noney  

Date:   11 May   2016

RESPONSIBLE FINANCIAL OFFICER