

## Looe Town Council

### NOTICE OF APPOINTMENT OF DATE FOR THE EXERCISE OF ELECTORS' RIGHTS ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2011

**Audit Commission Act 1998, Sections 15 and 16 and  
The Accounts and Audit Regulations 2011**

NOTICE	NOTES
<p>1. Date of announcement <u>21 April 2011</u> (a)</p> <p>2. Each year the council's/meeting's (b) annual return is audited by an auditor appointed by the Audit Commission. Any person interested has the right to inspect the accounts and make copies of the annual return and all books, deeds, contracts, bills, vouchers and receipts relating to the accounting statements. For the year ended 31<sup>st</sup> March 2011 these documents will be available on reasonable notice by application to:</p> <p>(c) <u>MRS ANNE FRITH</u></p> <p>between the hours of (d) <u>10 am</u> and (d) <u>1 pm</u> on</p> <p>(e) <u>MONDAY</u> 2011 to (e) <u>FRIDAY</u> 2011</p> <p>commencing on (f) <u>06 May 2011</u></p> <p>and ending on (g) <u>2ND JUNE</u> 2011</p> <p>3. Local electors and their representatives have rights to:</p> <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 council/meeting (h).</li> </ul> <p>The auditor can be contacted at the address in paragraph 4 below for this purpose on (i) <u>06 June 2011</u> and until the audit has been completed.</p> <p>4. The council/meeting'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;">Audit Commission, 2<sup>nd</sup> Floor, Aspinall House Aspinall Close, Middlebrook, Bolton, BL5 5QQ</p> <p>5. This announcement is made by (j) <u>TOWN 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 (i) 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 (i) below</p> <p>(h) Delete as appropriate</p> <p>(i) The date appointed by the auditor</p> <p>(j) Insert name and position of person placing the notice</p>