

**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>20 June 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>Mrs Kate Beacham</u></p> <p>Position: <u>Parish Councillor</u></p> <p>Address: <u>6, Ganges Close, Furdhead TA3 6PG</u></p> <p>Tel no: <u>01460 281414</u></p> <p>Email: <u>kate.beacham1@btinternet.com</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>20 June</u> 2016</p> <p>and ending on (d) <u>29 July</u> 2016</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>

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 FIVEHEAD PARISH COUNCIL \*  
published today is unaudited and may be subject to change.

\* *insert name of Smaller Authority*

2. Signed by:

Signature: 

Date: 2 June 2016

RESPONSIBLE FINANCIAL OFFICER

**BANK RECONCILIATION YEAR ENDED 31 MARCH 2016****LOCAL AUTHORITY NAME Fivehead Parish Council****COUNTY Somerset**

		£
<b>A</b>	Balance on the bank statements (Current and Reserve Accounts) at 31 March 2016	<b>24413</b>
	<b>Outstanding items</b>	
<b>B</b>	Less unpresented cheques (to agree with attached list)	<b>0</b>
<b>C</b>	Plus uncleared payments into bank (to agree with attached list)	<b>0</b>
<b>D</b>	Petty cash  Plus any petty cash balance held at 31 March 2016	<b>0</b>
<b>E</b>	Balance in the cash book (Authority's own records) at 31 March 2016  (Calculated as $A - B + C + D = E$ and agrees with Box 8 on the Annual Return )	<b>24413</b>

## Explanations of significant variances on the Accounting Statements

Box on Section 2	2015 £	2016 £	Variance Increase (+) or decrease (-) (2016 less 2015) £	% (Variance divided by 2015 figure multiplied by 100)	Explanation required? Less than £250? - NO Less than 15% - NO More than 15% - YES
Box 2 Precept or Rates or Levies	11725	12904	1179	10%	NO
Box 3 Total other receipts	1976	3003	1027	52%	YES
Box 4 Staff costs	3640	3718	78	2%	NO
Box 5 Loan interest/ capital repayments	0	0	0	0%	NO
Box 6 All other payments	10522	12104	1582	15%	YES

Box 9 Total fixed assets plus long term investments and assets	1149	1099	-50	4%	NO
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<b>BOX NO 3: TOTAL OTHER RECEIPTS</b>	<b>£</b>
Figure in 2016 column	3003
Figure in 2015 column	1976
Variance (2016 figure less 2015 figure) A positive figure is an increase, a negative figure is a decrease	+1027

<b>Reasons (as many as are applicable)</b>	<b>Amount £</b>
Reason 1: reduction in Council Tax Support Grant	-195
Reason 2: Commonwealth Grave and miscellaneous donation	+90
Reason 3: Parish newsletter advertising fees from 2014-15	+72
Reason 4: Burials fees	+1114
Reason 5: Outstanding VAT to be claimed	-54
Unexplained	0
Confirm unexplained amount is less than 15% of 2015 figure	CONFIRMED



<b>BOX NO 6: ALL OTHER PAYMENTS</b>	<b>£</b>
Figure in 2016 column	12104
Figure in 2015 column	10522
Variance (2016 figure less 2015 figure) A positive figure is an increase, a negative figure is a decrease	+1582

<b>Reasons (as many as are applicable)</b>	<b>Amount £</b>
Reason 1: additional meeting room costs for Clerk interview and planning meeting	+112
Reason 2: no assets purchased	-80
Reason 3: gratuity paid from Reserves to out-going Clerk	+2067
Reason 4: reduced councillor expenses	-61
Reason 5: reduced maintenance costs	-143
Reason 6: reduced grant to Playing Fields	-206
Unexplained	+107
Confirm unexplained amount is less than 15% of 2015 figure	CONFIRMED

### **Explanations for "No's" on Section 1 - the Annual Governance Statement**

**Not applicable**

### **Explanations for "No's" or "Not covered's" on the Annual internal audit report**

**Not applicable**