ction 2 – Accounting statements 2016/17 for

Enter name of smaller authority here: YOU CHURCH & DISTRICT GROUP PARISH COUNCIL

	Year ending		Notes and guidance
	31 March 2016 £	31 March 2017 £	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.
1. Balances brought forward	2,807	446	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	6,000	6,400	Total amount of precept (or for IDBs, rates and levies) received or receivable in the year. Exclude any grants received.
3. (+) Total other receipts	3704	9,896	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	<3,034>	<1,956>	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	<9,028>	<8,609>	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	446	6,177	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	446	6,177	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	607	607	This cell shows the value of all the property the authority owns. It is made up of its fixed assets and long-term investments.
10. Total borrowings	0	0	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).

	Yes	No	
11. (For Local Councils Only) Disclosure note re Trust funds (including charitable)		✓	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 2017 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:

Date

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

and recorded as minute reference:

Signed by Chair at meeting where approval is given:

INSERT NAME OF SMALLER AUTHORITY

DECLARATION OF STATUS OF PUBLISHED ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2017

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

1. The statement of accounts for YOXALL GROUP PARISH COUNCIL. * published today is unaudited and may be subject to change.

* *insert name of Smaller Authority*

2. Signed by:

Signature: Linda Lowes.

Date: 15/06/ 2017

RESPONSIBLE FINANCIAL OFFICER

SCHEDULE F2

INSERT NAME OF SMALLER AUTHORITY

VOWCHURCH & DISTRICT GROUP PARISH COUNCIL

NOTICE OF DATE OF COMMENCEMENT OF PERIOD FOR THE EXERCISE OF PUBLIC RIGHTS

ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2017

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

NOTICE	NOTES
1. Date of announcement 20th JUNE 2017 (a)	(a) Insert date of publishing of this Notice Sections 26 and 27 of the Local Audit and Accountability Act 2014 must be published with this Notice.

2. **Sections 26 and 27 of the Local Audit and Accountability Act 2014 provide for:**
• **Inspection**: **Any persons interested** may 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 2017 these documents will be available during the period specified in paragraph 4 on reasonable notice on application to the person in paragraph 3 below.
• **Questions and objections** to the external auditor: Local Government **electors** and their representatives have rights to:
  ◦ question the auditor about the accounting records: and
  ◦ object to the accounts or any item in them. Written notice of an objection must be given to the external auditor and a copy sent to the Authority. Objections must concern a matter of which the external auditor could make a public interest report or apply for a declaration that an item of account is unlawful.
The auditor can be contacted at the address in paragraph 5 below for this purpose.
	Other documents must also be published with this Notice:
	○ approved Annual Governance Statement
	○ approved Accounting Statements
	○ Declaration of status of accounts

3. **Person to which you can apply to inspect the accounts (b)** Name: LINDA COWLES Position: PARISH CLERK / RFO. Address: CWM MILL, CRASWALL, HEREFORDSHIRE. Tel no: 01981 510119 Email: parishclerk@vowchurch-pc.org.uk.	(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
4. **Any rights of inspection, objection, and questioning of the auditor may only be exercised within a single period of 30 working days: (Accounts and Audit Regulations 2015, Regulation 15(1))** commencing on (c) 21ST JUNE 2017 and ending on (d) 2ND AUGUST 2017	Publics rights are set out in the Accounts and Audit Regulations 2015 (c) The commencement date is treated as being the day following the publication of this notice and other documents as noted at (a) above. (Regulation 15(3)) (d) The period for exercise of public rights between (c) and (d) must be a single period of **30 working days** (Regulation 14(1)) and must include the **first 10 working days of July.** Exclude weekends and public holidays. (Reg. 15(1)(b))
5. **Your appointed auditor is:** **Grant Thornton UK LLP (for the attention of Barrie Morris)** **Hartwell House, 55 – 61 Victoria Street, Bristol BS1 6FT** **Tel: 0117 305 7600**	
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.	