

MORCHARD BISHOP PARISH COUNCIL

ACCOUNTS FOR 2018/2019

Inspection and notice procedure

Period for the exercise of public rights

1. —(1) Any rights of objection, inspection and questioning of the local auditor conferred by sections 26 and 27 of the Act may only be exercised within a single period of 30 working days.

(2) The period referred to in paragraph (1) starts on **Thursday 27th June 2019 and will expire 30 working days later on Thursday 8th August 2019** in accordance with regulation 15(3).

(3) During the period for the exercise of public rights a relevant authority must make the documents referred to in section 26(1) of the Act available for inspection on reasonable notice at all reasonable times.

Commencement of the period for the exercise of public rights

2. (1) The responsible financial officer for Morchard Bishop Parish Council is **Mr David Parker**, a relevant authority must, on behalf of the authority, ensure that commencement of the period for the exercise of public rights under regulation 9(1)(b) or 12(3)(a) (as the case may be), takes place on such a day that ensures that the period referred to in regulation 14(1) includes—

the first 10 working days of July of the financial year immediately following the end of the financial year to which the statement relates, where that authority is a Category 2 authority.

(2) The responsible financial officer for a relevant authority must, on behalf of that authority, publish (which must include publication on the authority's website)—

(a) the statement of accounts, accompanied by—

(i) a declaration, signed by that officer :

I declare the statement of accounts will not be audited on account of that authority's self-certified status as exempt, unless either a request for an opportunity to question the auditor about the authority's accounting records under section 26(2) or an objection under section 27(1) of the Act, results in the involvement of the local auditor; and that in either of those circumstances the audit will be limited to that required by section 20 of the Act as modified by the Smaller Authorities Regulations¹;

(ii) the annual governance statement has been prepared in accordance with regulation 6(1)(b) (ii) members of the Council meeting as a whole, and the statement has been approved in accordance with regulation 6(2)(b)(ii) the Council members meeting as a whole.

(b)

(i) the period for the exercise of public rights is Thursday 27th June 2019 until Thursday 8th August 2019;

(ii) Notice should be given of an intention to inspect the accounting records and other documents preferably by e-mail to clerk@morchardbishop-pc.org.uk or failing that by letter to Clerk to Morchard Bishop Parish Council, Orchard House, Church Street, Morchard Bishop, Devon, EX17 6PJ and giving a contact telephone number where you can be contacted;

(iii) The Parish Clerk will then contact you to agree a suitable date when the documents may be inspected in the Upper Room of the Memorial Hall

(iv) The name and address of the local auditor is: Mrs Susan Shelley, Address available from the Parish Clerk

Signed:

Dated 24th June 2019



David Parker

Responsible Financial Officer – Morchard Bishop Parish Council

¹ See regulation 12 of the Smaller Authorities Regulations for the application of section 20 of the Act in relation to a Category 2 authority with exempt status.

Morchard Bishop Parish Council

Notes to accompany Audit Figures

Documents Submitted:

Cashbook with Bank Reconciliation

Asset List

Attendance Register

Planning Applications dealt with

Projects Completed / continuing

Section 2 Accounting Statements 2018/19 for Morchard Bishop Parish Council – explanation as to variations.

1. I became Clerk to Morchard Bishop Parish Council in November 2018, unfortunately my predecessor had died. I have done my best to understand what he did last year and to follow a similar format but without him being available to explain his methods I have had to use my best endeavours. I am certain that my accounting methods are different to his in some aspects and this will explain some variations between the years. Indeed, having accepted Bob's figures I failed to check the arithmetic and our auditor pointed out a mistake in the total carried forward, hence the changes that I have made to last years' figures at boxes 7 & 8.
2. **Box 3** We received a large grant from PROW – Devon Public Rights of Way for major work on the footpaths within our Parish of £6,000, we also received a grant from Devon Air Ambulance towards maintenance of the Landing site of £329.14 and Lightsource grants of £2,917.11 from the Solar Farm within the Parish. On top of this, I have had to add income of £314 as the figures carried forward as calculated by my predecessor differed to those I calculated as carried forward by £314.
3. **Box 4** Increase in Staff Costs due to a new clerk having to take over and get to grips with the role and extensive documentation
4. **Box 6** Increase in expenditure due to over £7100 being spent on Parish Footpaths, a new Website and a consultation regarding speeding with the Parishioners.
5. **Box 9** We spent £414 on Capital Items this year, Christmas Lights, a Pilot Case and a Projector all of which I have added to the Assets List.
6. **VAT** I have yet to make a reclaim for VAT for the years 2017/18 and 2018/19.