

TO BE SUBMITTED TO BDO LLP WITH THE ANNUAL RETURN AND SUPPORTING INFORMATION

BURLAND PARISH COUNCIL	NAME OF SMALLER AUTHORITY:
14 TH JUNE 2017	DATE INSPECTION PERIOD COMMENCED:

Please note this information must be provided to the auditor in accordance with the Accounts and Audit Regulations 2015. If this is not confirmed we may charge an additional fee in obtaining the information.

IMPORTANT TIPS

DOS

- The inspection period must be for a period of 30 (thirty) working days.
- It must include the first 10 working days of July.
- The earliest the inspection period can commence is Monday 5 June
- The latest the inspection period can commence is Monday 3 July
- The inspection period must start the day after the notice, approved section 1 and approved section 2 are published on your website (parish meetings must publish it somewhere conspicuous).

DONTS

- The inspection period should not be commencing before the annual governance statement and accounting statements are approved
- The inspection period should not be commencing on a date on or after 4 July

