

**1. Date of announcement: 24<sup>th</sup> April 2020**

**2. Each year the smaller authority prepares an Annual Governance and Accountability Return (AGAR). The AGAR has been published with this notice. It will not be reviewed by the appointed auditor, since the smaller authority has certified itself as exempt from the appointed auditor's review.**

**Any person interested has the right to inspect and make copies of the AGAR, the accounting records for the financial year to which it relates and all books, deeds, contracts, bills, vouchers, receipts and other documents relating to those records must be made available for inspection by any person interested. For the year ended 31 March 2020, these documents will be available on reasonable notice by application to:**

(b) Marie Backhouse, Parish Clerk & Responsible Financial Officer  
21 Ferry Road, Orford, Woodbridge, IP12 2NR  
Telephone: 07595757380 Email: [clerkkelsalepc@gmail.com](mailto:clerkkelsalepc@gmail.com)  
Between the hours of 10.00 & 14.00, Mondays, Wednesdays and Fridays only.

commencing on **Monday 3<sup>rd</sup> August 2020**

and ending on **Friday 14<sup>th</sup> September 2020**

**3. Local government electors and their representatives also have:**

- The opportunity to question the appointed auditor about the accounting records; and
- The right to make an objection which concerns a matter in respect of which the appointed auditor could either make a public interest report or apply to the court for a declaration that an item of account is unlawful. Written notice of an objection must first be given to the auditor and a copy sent to the smaller authority.

The appointed auditor can be contacted at the address in paragraph 4 below for this purpose between the above dates only.

**4. The smaller authority's AGAR is only subject to review by the appointed auditor if questions or objections raised under the Local Audit and Accountability Act 2014 lead to the involvement of the auditor. The appointed auditor is:**

**PKF Littlejohn LLP (Ref: SBA Team)**  
**15 Westferry Circus**  
**Canary Wharf**  
**London E14 4HD**  
([sba@pkf-littlejohn.com](mailto:sba@pkf-littlejohn.com))

**5. This announcement is made by: Marie Backhouse, Parish Clerk & RFO to Kelsale-cum-Carlton Parish Council**