

Local council name: NORTHFIELD MANAGEMENT COMMITTEE

## Notice of appointment of date for the exercise of public rights

Accounts for the year ended 31<sup>st</sup> March 2026

The Local Audit and Accountability Act 2014, and  
The Accounts and Audit (England) Regulations 2015 (SI 234)

|   |   |
|---|---|
| <p>1. Date of announcement: <b>2<sup>nd</sup> June 2026</b> (a)</p> <p>2. Any person interested has the right to inspect and make copies of the accounts to be audited and all books, deeds, contracts, bills, vouchers and receipts relating to them. For the year ended 31 March 2026 these documents will be available on reasonable notice on application to:</p> <p>(b) <b>Mrs H Boden, (Treasurer) C/o The Parish Council Office, Hartley Library, Ash Road, Hartley, Longfield, Kent DA3 8EL.<br/>Tel: 01474 709441 Email: enquiries@hartleyparishcouncil.gov.uk</b></p> <p>commencing on (c) <b>3<sup>rd</sup> June 2026</b></p> <p>and ending on (d) <b>14<sup>th</sup> July 2026</b></p> <p>3. Local Government Electors and their representatives also have:</p> <ul style="list-style-type: none"><li>• the opportunity to question the auditor about the accounts; and</li><li>• the right to make objections 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 Authority (f).</li></ul> <p>5. This announcement is made by (e)<br/><b>Mrs A De Jager (Secretary)</b><br/><b>Mrs H Boden (Clerk)</b></p> | <p>(a) Insert date of placing of this notice on your website.</p> <p>(b) Insert name, position and contact details of the Clerk or other person to whom any person may apply to inspect the accounts.</p> <p>(c) And</p> <p>(d) The inspection period must be 30 working days in total and commence no later than 1 July 2026.</p> <p>(e) Insert name and position of person placing the notice</p> |
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## ANNUAL RETURN

FOR THE YEAR ENDED 31 MARCH 2026

Northfield Management Committee

### SECTION 2 - THE STATEMENT OF ACCOUNTS

I certify that the accounts contained in this return present fairly the financial position of the council, are consistent with the underlying financial records and have been prepared on the basis of Income and Expenditure.

*TREASURER*  
Responsible Financial Officer

Date 30/4/26

I confirm that these accounts are approved by the Council and recorded as council minute reference  
*MANAGEMENT COMMITTEE*

4-8

Dated 22/5/26

Signed on behalf of the above Council (Chair)

Date 22/5/26

*MANAGEMENT COMMITTEE*

|    |  | <u>Last Year £</u> | <u>This Year £</u> | <u>General Notes for Guidance</u>   |
|----|--|--------------------|--------------------|---|
| 1  | Balances brought forward                                 | 17,674             | 16,710             | Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of the previous year.      |
| 3  | (+) Total other receipts                                 | 10,542             | 5,397              | Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.               |
| 5  | (-) Loan interest/capital repayments                     | 0                  | 0                  | Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).                                  |
| 6  | (-) All other payments                                   | 11,506             | 8,677              | 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                             | 16,710             | 13,430             | 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           | 15,351             | 12,234             | 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 | 3,273              | 3,273              | The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.                  |
| 10 | Total borrowings   | 0                  | 0                  | The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).  |

The following documents should accompany the accounts when submitted to the auditor:

- \* A brief explanation of significant variations from last year to this year in Section 2;
- \* Bank Reconciliation as at 31 March

**Section 1**

**Balance Sheet from accounting software**


Signed and dated by Chair and Clerk

Yes/No

**Section 2**

**NORTHFIELD MANAGEMENT COMMITTEE  
ANNUAL GOVERNANCE STATEMENT**

|   | Agreed |    |
|---|--------|----|
|   | Yes    | No |
| 1. As Members of the Northfield Management Committee it is our responsibility to ensure there is a sound system of internal control, including the preparation of accounting statements.  | ✓      |    |
| 2. We confirm that to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 31 <sup>st</sup> March 2026, that:   |        |    |
| i) We have approved the receipt and payments accounts as presented in Section 1 of this Annual Report.  | ✓      |    |
| ii) We have maintained an adequate system of internal control, including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.   | ✓      |    |
| iii) We have taken all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and proper practices that could have a significant financial effect on the ability of the Management Committee to conduct its business or on its finances. | ✓      |    |
| iv) We have provided an opportunity during the year for residents of Ash cum Ridley and Hartley and other interested parties to examine the accounts and supporting documentation.  | ✓      |    |
| v) We have carried out an assessment of the risks facing the Management Committee and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required  | ✓      |    |
| vi) We have maintained throughout the year an adequate and effective system of internal audit, including the independent examination of the accounting records, control systems and procedures.   | ✓      |    |
| vii) We have taken appropriate action on all matters raised in reports from the independent examiner.   | ✓      |    |
| viii) We have considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on the Management Committee and, where appropriate have included them in the accounting statements.                               | ✓      |    |
| iv) We have put in place arrangements for the effective IT and data management in accordance with proper practices during the year under review.  | ✓      |    |

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| This Annual Governance Statement is approved by the Northfield Management Committee on: | Signed by Chair and Clerk <i>Treasurer</i>   |
|   |  |
| Recorded as minute reference:   | 4.7  |