

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

NAME OF SMALLER AUTHORITY:	Cerne Valley Parish Council
DATE INSPECTION PERIOD COMMENCED:	03 rd July 2023
DATE INSPECTION PERIOD ENDS:	11 th August 2023

Please note this information must be provided to the auditor in accordance with the Accounts and Audit Regulations 2015.

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 (3 - 14 July 2023).
- The earliest the inspection period can commence is Monday 5 June ending on Friday 14 July 2023
- The latest the inspection period can commence is Monday 3 July ending on Friday 11 August 2023
- The inspection period must start the day at least the day after the notice, approved section 1 and approved section 2 are published on your website (parish meetings must publish it somewhere conspicuous).

DON'Ts

- 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 2023

Dates ranges are available on the extranet under Help Documents.

CONFLICT OF INTEREST WITH BDO LLP

To be completed annually and minuted at a meeting of the smaller authority.

Name of Smaller Authority	Cerne Valley Parish Council
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I confirm that there are no conflicts of interest with BDO LLP.

I confirm the following conflicts of interest (please detail below:

This was confirmed and minuted at the following meeting:

Date of Meeting	Minute Reference
13 th July 2023	July 2023 - 13

Signed (Clerk/RFO)

Print Name Wayne Lewin

Signed (Chair)

Print Name Fred Horsington

CHANGE OF CONTACT DETAILS

Name of Smaller Authority: Cerne Valley Parish Council

County: Dorset

	Clerk/RFO (Main contact)	Chair
Name	Wayne Lewin	Fred Horsington
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