

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

NAME OF SMALLER AUTHORITY:	Milborne St Andrew 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).

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 2023

Dates ranges are available on the extranet under Help Documents.

CHANGE OF CONTACT DETAILS

Name of Smaller Authority: Milborne St Andrew Parish Council

County: Dorset

	Clerk/RFO (Main contact)	Chair
Name	Wayne Lewin	Richard Macnair
Address	13 Stileham Bank Milborne St Andrew Dorset DT11 0LE	29 Wetherby Close Milborne St Andrew Blandford Forum DT11 0JN
Home telephone number		
Work telephone number		
Mobile telephone number	07419 136735	077740 81551
Email address	milbornestandrew@dorset-aptc.gov.uk	richardmacnair79@gmail.com

CONFLICT OF INTEREST WITH BDO LLP

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

Name of Smaller Authority	Milborne St Andrew Parish Council
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I confirm that there are no conflicts of interest with BDO LLP.

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

This was confirmed and minuted at the following meeting:

Date of Meeting	Minute Reference
05 th July 2023	July 2023 - 17

Signed (Clerk/RFO)

Print Name Wayne Lewin

Signed (Chair)

Print Name Caron Redding