

(Local Council name) LUDLOW

**Notice of appointment of date for the exercise of electors' rights**  
**Accounts for the year ended 31<sup>st</sup> March 2011**

Audit Commission Act 1998, Accounts and Audit Regulations 2003 (SI 2003/533) as  
 amended by the Accounts and Audit (Amendment) (England) Regulations 2006 (SI  
 2006/564)

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| 1. Date of announcement: <b>10 June 2011</b> (a)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | (a) Insert date of placing of the notice which must be not less than 14 days before the date in (f) below                                                                                       |
| 2. Each year the Council's/Meeting's (b) Annual Return is audited by an auditor appointed by the Audit Commission. Any person interested has the opportunity to inspect and make copies of the Annual Return and all books, deeds, contracts, bills, vouchers and receipts etc. relating to them. For the year ended 31 <sup>st</sup> March 2011 these documents will be available on reasonable notice on application to:                                                                                                                                                                                        | (b) Delete as appropriate                                                                                                                                                                       |
| (c) <u>THE TOWN CLERK</u><br><u>LUDLOW TOWN COUNCIL</u><br><u>STONE HOUSE CORVE STREET</u><br><u>LUDLOW SY8 1DG</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | (c) Insert name, position and address of the Clerk or other person to whom any person may apply to inspect the accounts                                                                         |
| between the hours of (d) <u>9.30</u> and (d) <u>4.00</u> on <u>MON-THUR</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | (d) Insert the times between which any person may apply to inspect the accounts. NB Indicate if there is a lunchtime closure                                                                    |
| (e) <u>9.30</u> to <u>3.00</u> (e) <u>0 - Fridays</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | (e) Insert working days of the week any person may apply to inspect the accounts - usually Monday to Friday                                                                                     |
| commencing on (f) <b>27 June 2011</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | (f) Insert date at least 21 working days before the date appointed for audit in (h) below                                                                                                       |
| and ending on (g) <b>22 July 2011</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | (g) The inspection period between (f) and (g) must be 20 working days and (g) must be at least one day before the date appointed for audit in (h) below.                                        |
| 3. Local Government Electors and their representatives also have: <ul style="list-style-type: none"> <li>o the opportunity to question the auditor about the accounts. The auditor can be contacted at the address in paragraph 4 below for this purpose on <b>25 July 2011</b> (h) and after that date will be available at the address given in paragraph 4 below until the audit has been completed; and</li> <li>o 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 (i) Council/Meeting.</li> </ul> | (h) This must be at least one working day after the end of the inspection period. Amend as necessary if period for display of notice and inspection period cannot be completed by 24 July 2011. |
| 4. The audit is being conducted under the provisions of the Audit Commission Act 1998, the Accounts and Audit Regulations 2003 (as amended) and the Audit Commission's Code of Audit Practice. Your audit is being carried out by:                                                                                                                                                                                                                                                                                                                                                                                | (i) Delete as appropriate                                                                                                                                                                       |
| Mazars LLP, Regency House, 3 Grosvenor Square, Southampton SO15 2BE                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                                                                                                                                                                 |
| 5. This announcement is made by (j) <u>V. Calderbank</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | (j) Insert name and position of person placing the notice                                                                                                                                       |