

# Preparing for Audit/Year End For Town and Parish Councillors

**Wednesday 10<sup>th</sup> February 2021, 5pm – 7.30pm**  
**On-line training session using Zoom**

**Delivered by Kim Bedford, FLSCC**  
**Local Council Trainer**



## Workshop Aim:

*Ensure your Council complies to good financial management and complies with Audit requirements.*

This two and a half-hour online workshop is aimed at Parish/Town Councillors role and responsibilities for Year End / Audit.

## Workshop Content:

The workshop includes:

- A short session looking at the statutory requirements in these changing times.
- Working on appropriate time frames to comply with the reporting.
- Closing and opening accounts at year end
- Helping you understand your responsibilities as councillors and exploring the implications of transparency and accountability.
- Completing the Annual Governance and Accountability Return
- Available guidance and advice

## Cost

**Member**  
**£30**

**Non-Member**  
**£60**

**PLEASE PLACE YOUR BOOKING THROUGH YOUR CLERK**  
**On-line booking form [here](#)**

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