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| **[AUTHORITY NAME]**  **Notice of conclusion of audit** |
| **Annual Governance & Accountability Return for the year ended 31 March 2023** |

Sections 20(2) and 25 of the Local Audit and Accountability Act 2014

Accounts and Audit Regulations 2015 (SI 2015/234)

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|  | Notes |
| 1. The audit of accounts for BIRDBROOK PARISH COUNCIL for the year ended 31 March 2023 has been completed and the accounts have been published. | This notice and Sections 1, 2 & 3 of the AGAR must be published by 30 September. **This** **must include publication on the smaller authority’s website.** The smaller authority must decide how long to publish the Notice for; the AGAR and external auditor report must be publicly available for 5 years. |
| 2. The Annual Governance & Accountability Return is available for inspection by any local government elector of the area of [AUTHORITY NAME]on application to: |  |
| (a) \_\_\_\_\_\_Deborah Hilliard\_(Clerk and RFO) \_\_\_\_\_\_\_\_\_\_\_\_\_  \_\_\_\_\_\_Englewood, Dyers End, Stambourne, CO9 4NE  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | (a) Insert the name, position and address of the person to whom local government electors should apply to inspect the AGAR |
| (b) \_\_\_\_\_\_\_\_\_\_\_\_9am-5pm \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | (b) Insert the hours during which inspection rights may be exercised |
| 3. Copies will be provided to any person on payment of £2.00 (c) for each copy of the Annual Governance & Accountability Return. | (c) Insert a reasonable sum for copying costs |
| Announcement made by: (d) \_Deborah Hilliard, Clerk and RFO\_\_\_ | (d) Insert the name and position of person placing the notice |
| Date of announcement: (e) \_\_\_\_4 September 2023\_\_\_\_\_\_\_\_\_\_\_ | (e) Insert the date of placing of the notice |