

(NAME): \_\_\_\_\_Potton Town Council\_\_\_\_\_

**Notice of conclusion of the audit**  
**Annual Return for the year ended 31<sup>st</sup> March 2021**

Section 25 of the Local Audit and Accountability Act 2014  
Accounts and Audit (England) Regulations 2015

	Notes
<p>1. The audit of accounts for the Council/Meeting (a) for the year ended 31 March 2021 has been concluded.</p> <p>2. The Annual Governance and Accountability Return is available for inspection by any local government elector of the area of the Council /Meeting (a) on application to:</p> <p>(b)____ Jonathan Whitehurst, Town Clerk, Potton Town Council, Brook End, Potton, Bedfordshire. SG19 2QS. _____ _____ _____</p> <p>2. Copies will be provided to any local government elector on payment of £_1.00_(c) for each copy of the Annual Return.</p> <p>Announcement made by: (d) _Jonathan Whitehurst, Town Clerk_____</p> <p>Date of announcement: (e) _24<sup>th</sup> September 2021_____</p>	<p>(a) Delete as appropriate</p> <p>(b) Insert name, position and address of the person to whom local government electors should apply to inspect the Annual Return</p> <p>(c) Insert a reasonable sum for copying costs</p> <p>(d) Insert name and position of person placing the notice</p> <p>(e) Insert date of placing of the notice</p>