### Notice of conclusion of audit

**Annual Return for the year ended 31 March 2017**

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

Accounts and Audit Regulations 2015 (SI 2015/234)

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>1.</strong></td>
<td>The audit of accounts for <strong>Hothfield Parish Council</strong> for the year ended 31 March 2017 has been completed and the accounts have been published.</td>
</tr>
<tr>
<td><strong>2.</strong></td>
<td>The Annual Return is available for inspection by any local government elector of the area of <strong>Hothfield Parish Council</strong> on application to:</td>
</tr>
</tbody>
</table>
| (a) | **Mrs A Batt**  
    Parish Clerk  
    Kid Bara  
    Southchurch  
    Tel: 01234 739944 |
| (b) | **9.00am – 5.00pm**  
    **Monday – Friday** |
| **3.** | Copies will be provided to any person on payment of £1.00 (c) for each copy of the Annual Return. |

**Announcement made by:**  

**Judith Batt**

**Date of announcement:**  

**30 August 2017**

---

**Notes**

- This notice and Sections 1, 2 & 3 of the Annual Return must be published by 30 September. This must include publication on the smaller authority’s website.
- Insert the name, position and address of the person to whom local government electors should apply to inspect the Annual Return.
- Insert the hours during which inspection rights may be exercised.
- Insert a reasonable sum for copying costs.
- Insert the name and position of person placing the notice.
- Insert the date of placing of the notice.