

**Portland Town Council**  
**Notice of conclusion of audit**

**Annual Governance & Accountability Return for the year ended 31 March 2025**

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

Accounts and Audit Regulations 2015 (SI 2015/234)

|                                                                                                                                                                             | Notes                                                                                                                                                                                                                                                                                                 |
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| 1. The audit of accounts for Portland Town Council for the year ended 31 March 2025 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 <b>Portland Town Council</b> on application to: |                                                                                                                                                                                                                                                                                                       |
| (a) Tracey Hill<br>Portland Town Council, Three Yards Close, Portland, DT5 1JN<br>finance@portlandtowncouncil.gov.uk                                                        | (a) Insert the names, position and address of the person to whom local government electors should apply to inspect the AGAR.                                                                                                                                                                          |
| (b) Monday to Thursday 10.00am - 3pm                                                                                                                                        | (b) Insert the hours during which the inspection rights may be exercised.                                                                                                                                                                                                                             |
| 3. Copies will be provided to any person on payment of £1.00 (c) for each copy of the Annual Governance & Accountability Return.                                            | (c) Insert a reasonable sum for copying costs.                                                                                                                                                                                                                                                        |
| (d) Announcement made: Jane Miles, Town Clerk                                                                                                                               | (d) Insert the name and position of person placing the notice.                                                                                                                                                                                                                                        |
| (e) Date of announcement: 23rd September 2025                                                                                                                               | (e) Insert the date of placing of the notice.                                                                                                                                                                                                                                                         |