

**NOTICE OF CONCLUSION OF AUDIT  
AND RIGHT TO INSPECT THE ANNUAL RETURN  
FOR THE YEAR  
31 MARCH 2024 to 2025**

**Public Audit (Wales) Act 2004 Section 29**

**Accounts and Audit (Wales) Regulations 2014**

(a) Insert name, position and address of person to whom local government electors should apply to inspect the annual return

1. The audit of accounts for the Penally Community Council for the years ended 31 March 2025 has been concluded.

2. The annual return is available for inspection by any local government elector for the area of the Penally Community Council on application to:

(a) \_\_\_\_\_ Gary Price \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ Responsible Finance  
Officer \_\_\_\_\_  
\_\_\_\_\_

(b) Insert the times between which a local government elector may apply to inspect the annual return

between (b) \_\_5\_\_ pm and (b) \_\_9\_\_ pm on Mondays to Fridays  
  
(excluding public holidays), when any local government elector may make copies of the annual return.

(c) Insert a reasonable sum for copying costs

3. Copies will be provided to any local government elector on payment of (c)  
  
£ \_\_5.00\_\_ for each copy of the annual return.

(d) Insert name and position of person placing the notice

(d) \_\_Gary Price Responsible Finance  
Officer \_\_\_\_\_

(e) Insert date of placing of the notice

(e) \_\_12<sup>th</sup> February 2026 \_\_\_\_\_

**HYSBYSIAD AM GWBLHAU ARCHWILIAD**  
**AC AM YR HAWL I AROLYGU'R COFNOD BLYNYDDOL**  
**COFNOD BLYNYDDOEDD AM Y FLWYDDYN YN GORFFEN**  
**31 MAWRTH 20xx, 20yy a 20zz**

Public Audit (Wales) Act 2004 Section 29

**Rheoliadau Cyfrifon ac Archwilio (Cymru) 2014**

|                                                                                                                                     |                                                                                                                                                                                |
|-------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                                                                                     | 1. Mae archwiliadau cyfrifon dros [enw'r Cyngor] ar gyfer y blynyddoedd Sy'n gorffen ar 31 Mawrth 20xx, 20yy a 20zz wedi'u cwblhau.                                            |
|                                                                                                                                     | 2. Mae'r cofnod blynyddol ar gael i'w arolygu gan etholwyr llywodraeth leol ardal [enw'r Cyngor] trwy wneud cais at:                                                           |
| (a) Rhowch enw, swydd a chyfeiriad y person y dylai etholwyr llywodraeth leol wneud cais iddo/iddi i archwilio'r datganiad cyfrifon | (a) _____<br>_____<br>_____                                                                                                                                                    |
| (b) Rhowch yr amseroedd y gall etholwr llywodraeth leol wneud cais i archwilio'r Ffurflen Flynyddol                                 | rhwng (a) _____ (b) _____ pm ar ddydd Llun i ddydd Gwener<br><br>gan eithrio gwyliau cyhoeddus), pryd y gall unrhyw etholwr llywodraeth leol wneud copiâu o'r cofnod blynyddol |
| (c) Rhowch swm rhesymol ar gyfer costau copïo                                                                                       | 3. Darperir copiâu i unrhyw etholwr llywodraeth leol os gwneir taliad o (c)<br><br>£ _____ am bob copi o'r ffurflen flynyddol                                                  |
| (d) Rhowch enw a swydd y person sy'n gosod yr hysbysiad                                                                             | (d) _____                                                                                                                                                                      |
| (e) Rhowch ddyddiad gosod yr hysbysiad                                                                                              | (e) _____                                                                                                                                                                      |