

Dear Parish Clerk

We are currently taking reservations for 2022/23 Internal audits. 21/22 was an extremely busy year and all slots got booked up extremely quickly, if your council would like to retain our services for the 2022/23 please can you let us know.

1. If approved by the PC, I would be available to carry out your audit
2. Based at Thornton-le-Clay, North Yorkshire
3. AAT Accounts Technician & FILCA qualified, and in 2022 carried out 17 Internal audits
4. Initially the audit can be conducted remotely. I would request copies of your cashbook, bank reconciliation, policies and complete by checklist. Any questions, queries or spot check requests will be done by email/scan & or a final face to face meeting (subject to travel expenses).
Finally, a full report containing observations and guidance will be issued to you.
5. 2022/2023 audit fees are stated below.

Band	Income or Expenditure (whichever is the higher)	Fee
1	£0 to £5,000	£115
2	£5,001 to £10,000	£140
3	£10,001 - £25,000	£210
4	£25,001 - £50,000	£265
5	£50,000-100,000	£300
6	100,000-200,00	£350
7	>200,000	375

We are currently taking bookings for 2022/2023 Internal Audits and trust you will find this is all in order, however if you have any further queries, do not hesitate to be in contact.

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