

# Stapeley & District Parish Council

## Notice of conclusion of audit

### Annual Governance & Accountability Return for the year ended 31 March 2020

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

Accounts and Audit Regulations 2015 (SI 2015/234)

Accounts and Audit (Coronavirus) (Amendment) Regulations 2020 (SI 2020/404)

1. The audit of accounts for **Stapeley & District Parish Council** for the year ended 31 March 2020 has been completed and the accounts have been published.
  
2. The Annual Governance & Accountability Return is available for inspection by any local government elector of the area of **Stapeley & District Parish Council** on application to:
  - (a) Carol Jones - Clerk/Responsible Financial Officer
  - (b) [clerk@stapeleyparishcouncil.gov.uk](mailto:clerk@stapeleyparishcouncil.gov.uk)
  
3. Copies will be provided to any person on payment of £nil (c) for each copy of the Annual Governance & Accountability Return.

Announcement made by: (d) Carol Jones – Clerk – 01270 812065

Date of announcement: (e) 9 December 2020

Ms Carol Jones  
 Stapeley & District Parish Council  
 Fairview  
 Mill Lane  
 Audlem  
 Crewe  
 CW3 0AY

Our ref CH0186  
 SAAA ref SB07981  
 Invoice no: SB20202773  
 VAT no: GB 440 4982 50

Email [sba@pkf-l.com](mailto:sba@pkf-l.com)

13 November 2020

## INVOICE

Professional services rendered in connection with the following:

Limited assurance review of Annual Governance & Accountability Return for year ended 31 March 2020	£200.00
Additional charges (where applicable) as detailed on attached appendix A	£0.00
Additional fees (where applicable) as detailed by separate cover	£0.00
<b>TOTAL NET</b>	<b>£200.00</b>
VAT @ 20%	£40.00
<b>TOTAL PAYABLE</b>	<b>£240.00</b>

### PAYMENT IS DUE ON RECEIPT OF INVOICE

**For payments by cheque, please return the remittance advice with your payment to:  
 PKF Littlejohn LLP, Credit Control (SBA), 5<sup>th</sup> Floor, 15 Westferry Circus, Canary Wharf,  
 London E14 4HD**

**For payments by credit transfer, our bank details are:-**

**HSBC Bank plc Sort Code: 40-02-31  
 Account number: 11070797  
 Account Name: PKF Littlejohn LLP  
 Please include CH0186 or Stapeley & District Parish Council as the reference.**

**For account queries, contact [creditcontrol@pkf-l.com](mailto:creditcontrol@pkf-l.com).**

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13 November 2020

## REMITTANCE ADVICE

Professional services rendered in connection with the following:

Limited assurance review of Annual Governance & Accountability Return for year ended 31 March 2020	£200.00
Additional charges (where applicable) as detailed on attached appendix A	£0.00
Additional fees (where applicable) as detailed by separate cover	£0.00
<b>TOTAL NET</b>	<b>£200.00</b>
<b>VAT @ 20%</b>	<b>£40.00</b>
<b>TOTAL PAYABLE</b>	<b>£240.00</b>

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