

STANTON DREW PARISH COUNCIL

Copy of an e mail received from Littlejohn – External auditor

5-9-2018

Dear Mr Harvey

Further to our telephone conversation, we are in the process of reviewing the 2017/18 AGAR and documents submitted for the above authority and have noticed that the council had income and expenditure below £25,000 and therefore have met the criteria to exempt itself from our review this year. However an AGAR was submitted which incurs a fee of £200 plus VAT as per the scale of fees sent by SAAA rather than an Exemption Certificate.

Further to our discussion, it has been verbally confirmed that Stanton Drew Parish Council does wish to exempt themselves from an external review for the year ending 31st March 2018 and therefore the telephone conversation has been registered in lieu of the Exemption certificate. However please complete the 'Certificate of Exemption' for your records and publish the document to meet statutory requirements.

In addition I have attached to this e mail the link to our Certificate of Exemption within AGAR Part 2 (Page 3).

We trust this is acceptable and should you have any further queries please do not hesitate to contact us.

SBA Team, PKF Littlejohn LLP.