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29 April 2016

Alicia Schofield
Old Parish Council
2 Paddocks Close
WALGRAVE
Northants

Dear Alicia,

Annual Internal Audit – Year End 2016

Following on from my visit yesterday, I write to confirm that I have completed the annual review of the Council's books and found all matters to be in order with the records well maintained with a sound audit trail in place.

I particularly liked the format of the PC's minutes – pithy and informative.

I see your salary scale was increased during the year and acknowledging the quality of your work, from my experience when travelling around, it still seems to be a bit on the low side.

My invoice is attached herewith.

Yours sincerely

Email sent 29 April 2016

Ian Arnott