



Ms Abi Williams
Melbourn Parish Council
Melbourn Parish Council
Melbourn Community Hub
30 High street
Melbourn
S98 6DZ

Our ref CA0179
SAAA Ref SB05736
Invoice No. SB20232088
VAT No. GB 440 4982 50
Email: sba@pkf-l.com
Date: 19 September 2023

INVOICE

Professional services rendered in connection with the following:

Limited assurance review of Annual Governance & Accountability Return for year ended 31 March 2023	£1,365.00
Additional charges (where applicable) as detailed on attached appendix A	£0.00
Additional fees (where applicable) as detailed by separate cover	£0.00
TOTAL NET	£1,365.00
VAT @ 20%	£273.00
TOTAL PAYABLE	£1,638.00

THIS IS A STATUTORY FEE WHICH MUST BE PAID. PAYMENT IS DUE ON RECEIPT OF INVOICE

The fees and charges are in accordance with the fee scales set by Smaller Authorities' Audit Appointments Ltd which can be found at <https://saaa.co.uk/fees.html>

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

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

**HSBC Bank plc
Address: 1-3 Bishopsgate, London, EC2N 3AQ
Sort Code: 40-02-31
Account number: 11070797
Account Name: PKF Littlejohn LLP
Please include CA0179 or Melbourn Parish Council as the reference.**

For account queries, contact sba@pkf-l.com

PKF Littlejohn LLP
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