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Patrick Dawson
High Pines
Midford
BATH

15 May 2024

Dear Patrick

I am writing on behalf of Priston Parish Council to thank you for auditing our financial accounts for the financial year 1 April 2023 to 31 March 2024, and to engage you again for the financial year 1 April 2024 to 31 March 2025. Councillors were impressed with your thorough examination and report, and we are putting in place your recommendations.

The Council requires that you follow the guidance provided by the Joint Panel on Accountability and Governance in conducting an independent audit of all the transactions carried out by the Council's Responsible Officer, who will provide access to all financial records. Following this please complete page 4 of the Annual Governance and Accountability Return 2024/25 Part 2.

As a token of our gratitude for this service, a small remuneration of £50 is claimable on completion.

Thank you again,

Yours sincerely,

Jocelyn Nichols

Clerk and RFO, Priston Parish Council