

Ms Carole Singleton  
Salterforth Parish Council  
6 Beckside  
Salterforth  
BB18 5BL

**Our ref** LA0190  
**SAAA Ref** SB07226  
**Invoice No.** SB20243415  
**VAT No.** GB 440 4982 50  
**Email:** sba@pkf-l.com  
**Date:** 13 December 2024

## INVOICE

Professional services rendered in connection with the following:

Limited assurance review of Annual Governance & Accountability Return for year ended 31 March 2024	£210.00
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>£210.00</b>
VAT @ 20%	£42.00
<b>TOTAL PAYABLE</b>	<b>£252.00</b>

**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://www.saaa.co.uk/audit-fees/>

**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**  
**Address: 1-3 Bishopsgate, London, EC2N 3AQ**  
**Sort Code: 40-02-31**  
**Account number: 11070797**  
**Account Name: PKF Littlejohn LLP**  
**Please include LA0190 or Salterforth Parish Council as the reference.**

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

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