

**Subject:** RE: 2022-23 Audit  
**Date:** Tuesday, 7 February 2023 at 19:38:30 Greenwich Mean Time  
**From:** Stuart Pollard  
**To:** Elizabeth Martin  
**Attachments:** image003.jpg, image004.jpg, image005.png

Hi Elizabeth

Thanks for your email.

Unfortunately, due to the national financial situation and our increased running costs, I have had to increase our fees for 2022-23, although they are still well below the RPI increase at less than 5%.

Consequently, I anticipate that Lyneham's fee for 2022-23 will rise to £355 (from £340 in 2021-22) plus VAT and trust that this will be acceptable to your members and look forward to your confirmation to that effect. Unless you specifically require a more formal format of quote, I trust that this will suffice.

The audit will most probably again be undertaken by my colleague Chris Hall who carried out last year's review. I know he is intending to contact all his clients in early March to determine the timing of our review and he will, assuming we are reappointed for the year be in touch at that time. I have copied him in on this email so that he is aware of your probable preferred timescale for the review.

Please do not hesitate to call me on my mobile, as below, if you wish to discuss anything further.

Kind regards

*Stuart*

**Stuart J Pollard**  
**Director**



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**From:** Elizabeth Martin <Parish.Clerk@lynehamandbradenstoke-pc.gov.uk>  
**Sent:** 07 February 2023 18:33  
**To:** Stuart Pollard <[REDACTED]@councilaudit.co.uk>  
**Subject:** 2022-23 Audit

Dear Stuart,

My apologies for the lateness of this email. I have come find that I do not have a quote for this next year's internal audit. The Council sits next Tuesday, and I would like this on the agenda for approval and if the quote is accepted, I would like to book times for the audit review.

Assuming the Council supports the motion, I am away to the USA on the 8<sup>th</sup> of April and would envision (depending on Rialtas Group for year-end close out) to have all my information ready before I leave.

Is there any chance of a quote being put forward by end of day tomorrow?

Again, I apologise for the lateness of this email and look forward to any information you have.

Many thanks

bw  
Elizabeth



**Elizabeth Martin**  
**Clerk To Council**  
**Lyneham & Bradenstoke Parish Council**  
**01249 561020**

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**For and on behalf of Lyneham and Bradenstoke Parish Council**

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