

Ms Binal Sawjani  
North Thoresby, Grainsby & Waithe Parish Council

**Our ref** LI0272

**SAAA Ref** SB06299

**Invoice No.** SB20243564

**VAT No.** GB 440 4982 50

**Email:** sba@pkf-l.com

**Date:** 03 July 2026

## 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                                   | £2,485.00        |
| <b>TOTAL NET</b>                                                                                   | <b>£2,695.00</b> |
| <b>VAT @ 20%</b>                                                                                   | <b>£539.00</b>   |
| <b>TOTAL PAYABLE</b>                                                                               | <b>£3,234.00</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), 30 Churchill Place, Canary Wharf, London E14 5RE**

**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 LI0272 or North Thoresby, Grainsby & Waithe Parish Council as the reference.**

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