

Dixon Accountancy
&
Taxation Services



Your ref:-
Our ref:-DD/DD/A002


26 April 2019


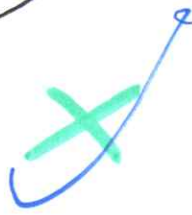
Mrs M Sharratt
Clerk to Aslockton Parish Council
The Cottage
Chapel Street
Orston
NOTTINGHAM
NG13 9NL

Dear Mrs Sharratt


Please find enclosed the completed Annual Return for the above Parish Council for the year ended 31 March 2019 along with a note of my charges for the internal examination of the accounts.

 You need to complete the variations on the form attached to the Annual Return. The same applies to the Bank Reconciliation. When these have been completed would you please forward a copy to myself. 

The comment on Petty Cash of 'Not Covered' is because the Council does not operate a Petty Cash system. 

 Would you please confirm that all electronic files relating to this Council are taken on a regular basis and held in a secure place. 

YOURS SINCERELY


D A Dixon

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