



# Grant Thornton

Our ref: JR/BM/BCB/LAR/LIN235

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29 July 2015

Dear Mrs Blankley

**Louth Town Council**  
**Audit for the year ended 31 March 2015**

Please find enclosed the audited Annual Return for Louth Town Council for the year ended 31 March 2015.

In accordance with the Audit Commission's scale of audit fees for small bodies there is an audit fee payable of £600.00. There are no additional fees.

You will be invoiced £600.00 plus VAT within the next few days. Please return your payment in line with the remittance advice you will receive with your invoice.

**Satisfaction survey**

Please find enclosed our audit satisfaction survey that the Audit Commission has requested we ask you to complete. We would be grateful if you could complete and return the form to us by post to the address above. Alternatively you can complete the survey online or return it to us by e mail, instructions are on the survey enclosed.

**Notice of Conclusion of Audit**

A copy of the Notice of Conclusion of Audit is enclosed for completion. Please note that you are now required to complete and display this notice for a period of at least 14 days in a conspicuous place.

**2015/16 audit**

As you may be aware there will be a change to the provision for electors' rights for the 2015/16 audit. Please find enclosed a sheet explaining how these changes affect Louth Town Council. It would be helpful if you could keep this in a safe place for next year.

Yours faithfully

*Grant Thornton UK LLP.*

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