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Ms J Beck
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ABINGDON
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OX14 4NT

19 September 2011

our ref: 2011/H8/APPL10/FINAL

Dial: 023 8088 1700

Email: councilaudits@bdo.co.uk

Dear Ms Beck

Appleford Parish Council - Audit for the year ended 31 March 2011

We have now completed the above audit. Please find enclosed the following documents;

- Fee Note
- Notice of Conclusion of Audit
- Notes regarding the advertisement of the Conclusion of the Audit
- Date selection form for 2011/12
- Contact details
- Survey 2010/11
- Annual Return

There were no matters which came to our attention which required the issuing of a separate additional issues arising report.

The enclosed annual return should be presented to the council/body/board, now that our audit opinion has been given, and a minute should be made to show that the annual return has been approved and accepted by the council/body/board. The annual return and notice of conclusion of audit should then be displayed in a conspicuous place(s) for 14 days.

If you have any questions please contact Louise Nyland in the first instance.

Yours sincerely

Paul Bricknell
For and on behalf of BDO LLP

Enc.

