

20.07.20.

TO:
THE MEMBERS FILEY TOWN COUNCIL

INTERNAL AUDITOR
FINANCIAL YEAR 2020/21

As you are aware it is necessary for your Council to appoint an internal auditor for the financial year 2020/21. If it is your wish, I should like to be considered for the above position.

The services to be provided by me would be those appertaining in the previous financial years. I have set out the basis of our proposed agreement in the attached documents based on a quarterly audit as normal.

If you have any queries I shall be pleased to discuss them with you.

YOURS SINCERELY

A rectangular area containing a handwritten signature in blue ink. The signature appears to read 'D Latham'.

DAVID M LATHAM