

IA-ODONOGHUE.COM
231 Hartford Road
Davenham
Northwich
Cheshire
CW9 8JT



12/06/2026

via email: clerk@barnton-pc.gov.uk

Dear Toni

BARNTON LETTER OF ENGAGEMENT

The fee for the internal audit for the period 2026-2027 is £450 provided all necessary information is supplied promptly and in a straightforward manner. If you wish to engage my services please sign, date and return this letter.

Should any unforeseen circumstances arise that require additional work, I will inform you in advance of any extra charges.

In April 2027, I will reach out with a checklist and details of the documents needed for the audit. An invoice will be sent along with the internal audit report, and payment will be due within 28 days.

If you have any queries do give me a call.

Yours sincerely

Jo O'Donoghue (FSLCC)



Jo O'Donoghue (FSLCC)
07539 196166
jo@ia-odonoghue.com

SIGNED: _____ DATE: _____

POSITION: _____



Internal Audit Forum
THE VOICE FOR LOCAL COUNCIL AUDIT