

xx May 2018

PKF Littlejohn LLP (Ref SBA Team)  
1 Westferry Circus  
Canary Wharf  
London  
E14 4HD

Dear Sirs

**ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN 2017-18**

**WITHAM ON THE HILL PARISH COUNCIL (LINCOLNSHIRE)**

I refer to the audit of the Council's accounts for 2017-18 and now enclose the following document for your attention:

- Certificate of Exemption

I confirm the Council will carry out all the requirements that are necessary following the signing of this certificate.

Yours faithfully

Bernard Champness  
Clerk and Responsible Finance Officer