

From: xxxxxxxx>
Sent: 22 September 2025 17:30
To: 'Graham Lee' <graham.lee@ashwell.gov.uk>
Cc: clerk@ashwell.gov.uk
Subject: Fixed fee

Dear Graham,

I am proposing to moving to a fixed fee of £425 per month.

The service I provide includes weekly bookkeeping, managing the 2 monthly payment runs, month payroll, monthly reporting for the meetings, assistance with setting budgets, assistance with the annual return, plus the annual vat return.

I understand that you may need to take this to the full council so I would suggest that this comes into effect from November 2025 if agreed.

If you would like any further information, please let me know.

Kind Regards

xxxxxxx FMATT

The Wright Accounts Services Ltd

Website: www.thewrightaccounts.com