

Mrs J King
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Norwich
Norfolk
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clerk@newtonflotmanpc.co.uk

5 March 2018

Dear Mrs King

Annual Ditch Maintenance 2018 / 2019

Thank you for allowing us again to submit a quotation for annual ditch clearance (consisting of cutting and removing growth from ditch sides) for Newton Flotman Parish Council on the playing field.

Due to a rise in inflation rates we have had to add a small percent rise on to last year's contract. So your annual sum will be £182.00 + VAT for the following year. This will be invoiced to you once the work has been completed.

I hope that this submission meets with your approval and should you need to discuss this further please do not hesitate to contact me. If you can confirm by letter or e-mail it would be greatly appreciated.

Yours sincerely

Nigel Frost
Grounds Maintenance Charge Hand
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