

REPORT PC26.082 Quote for VAT Advice

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1. BACKGROUND

The Clerk is currently working with Wellers Law on the establishment of a Charitable Incorporated Organisation to manage venues within the parish (PC26.029). As part of this work, it was determined that specific advice on VAT matters would be needed to complement this legal advice. We are seeking advice on the VAT implications of the potential management arrangement with a CIO.

2. SUMMARY

The Clerk approached [Parkinson Partnership](#), a well-known accountancy practice which specialises in working with parish councils. This practice has previously provided VAT advice on venues matters to this Council.

The Parkinson Partnership LLP has advised over 300 parish and town councils on VAT over the last 10 years. They also provide advice to the members of 41 county associations of local councils and the National Association of Local Councils. They are regulated by AAT in providing tax advice and supervised by them for anti-money laundering purposes. All advice is covered by their professional indemnity insurance.

The fee includes one visit (inclusive of all travel costs), a report, additional Zoom consultations if required and reasonable aftercare (for example answering any questions as the Council considers and implements the advice). It also includes checking any documents (such as option to tax forms or leases) before their submission or agreement.

The fee does not include:

- attending any further meetings
- any additional travel
- consultation with stakeholder groups
- representing the council to HMRC
- rescuing the Council if they ignore the advice given

3. SUMMARY

To resolve to accept the quoted fixed fee of £975 plus VAT from Parkinson Partnership for this work¹.

¹ Noting that this sum is within the Clerk's discretionary spend limit anyway.