

Clerk's Report to Shottisham Parish Council Meeting of May 2024

Clerk's actions

1. Prepared all the documents for audit and had the internal audit approved on the 25th April 2024.
2. Contacted CGM and arranged a new grass cutting contract for 2024-25 at a cost of £873.60.
3. Signed a new service contract with Nurture Landscapes (formerly CGM) on the 25th April 2024.
4. Produced a draft copy of Financial Regulations for Shottisham based on the latest model Financial Regulations, still to be confirmed from NALC.

Financial Report:

1. At close of business on 02/05/2024 the current account stood at £16,120.30 which includes the 2024-25 precept of £5,500, £443.03 VAT repayment and £5,000 leftover from the Lottery Funding grant, which is ring fenced for the playground.
2. The clerk's wages for this month were £350 which includes £70 which will be paid to HMRC for the 20% income tax accrued.
3. An invoice for £119.08 has been received from SALC for membership subscription for 2024/25.
4. An invoice for £200 has been received from Trevor Brown for Internal Audit Services.
5. An invoice for £40 has been received from Shottisham WI for the rent of the Trust Hall for the May meetings.