

Clerk's Report to Shotttisham Parish Council Meeting of September 2017

Clerk's actions:

1. A resignation was received from Councillor Nigel Good's on 8th August 2017. SALC have been informed and a notice has been posted on the parish council noticeboard for the 10 days required. We should shortly receive notification that a new councillor can be co-opted onto the council.
2. Received an email from the Council Audits on the 18th August which confirmed that they have now completed their work on this part of the audit. I received confirmation from BDO that the audit was approved on the 13th September 2017.
3. Received a request on the 7th September to move our website from onesuffolk website over to Suffolk Cloud, which I would recommend we do immediately. Our version of silverstripe 2.4 is obsolete, has not had any security updates since early 2016 and also works poorly on mobiles and tablets. Suffolk Cloud is recommended by CAS because it has a wider range of features and performs better on mobiles and tablets. There is a fund available until 31st March 2018 for councils compliant with the transparency code to transfer at no cost.
4. A quote was received from Diana Bouscarle on 5th September for the re-printing of the Village Plan. A local printer is quoting £300 plus VAT or it can be printed online for £201.30 including VAT excluding the flyers. She would like a decision as to which option councillors would prefer.
5. An email was received on 9th September from Hollesley Parish Clerk Judi Hallett inviting a representation from Shottisham Parish Council to attend a meeting on the 7th November at 7:00 pm in Hollesley Village Hall. The purpose of this meeting is to encourage the seven neighbouring parish councils to collaborate on issues that cause concern across the parishes.
6. Unable to proceed with getting a quote from Norse for cutting the playing field because they require a map of the area before they will give us a quote. They remember some difficulties with cutting it previously so want to see what is required before quoting. I have been unable to find a suitable map of the area to forward onto them and am awaiting a response from councillors before proceeding.

Financial Report:

1. At close of business on 02/09/2017 the bank accounts were as follows:
 - a. Current account: £9,457.78
 - b. Savings account 1: £1674.78
 - c. Savings account 2: £193.90
2. The clerk's wages for this month were £250 which includes £50 which will be paid to HMRC for the 20% income tax accrued.
3. The bill for the insurance is due at the end of October and the renewal fee is £4431.56.