

Clerk's Report to Shotttisham Parish Council Meeting of September 2018

Clerk's actions:

1. Update on new signatories
 - a. K Dunnett and P Nicholls have been removed as signatories from the business account
 - b. R Kay has been added as a signatory to the business account
 - c. L Roberts now has read only access to all three Santander accounts
2. Cheque was made out incorrectly for the donation request received from Judy Foulger in regard to Armistice 100 and needs to be cancelled and a new cheque made out to Alderton PCC.
3. A VAT return has been completed up to and including the end of July 2018 for £1,6787.45 and was paid into the current account on the 7th September.
4. Email received from Rod Cardnell on 7th August putting his name forward for co-option onto the parish council. He was sent a request for a paragraph of information about himself and why he wishes to join the parish council. This was then sent on to parish councillors for approval. Rod was invited to attend the next meeting on the 11th September.
5. Request received from St Elizabeth Hospice if anyone in the parish would consider organising an open garden event as part of The Great Garden Trail 2019. There will be an information evening on Wednesday 3rd October if anyone is interested in attending?
6. Received an open invite to the Opening Ceremony of Armistice 100 which will be held in St Andrew's Church Alderton on Saturday 13th October at 2:30 pm. Anyone interested in going?

Financial Report:

1. At close of business on 10/09/2018 the bank accounts were as follows:
 - a. Current account: £2,718.40
 - b. Savings account 1: £1,678.68
 - c. Savings account 2: £194.35
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. A cheque for the clerk's expenses for the last three months will need to be raised for £
4. A new cheque for £50 will need to be raised for Alderton PCC for the donation to Armistice 100.
5. A cheque needs to be raised for £120 for the Trust Hall rent payable to Shottisham WI.