

Clerk's Report to Shotttisham Parish Council Meeting of November 2020

Clerk's actions

1. The clerk followed up on a suggestion from a parishioner that the council investigate saving on printing costs by signing up to the HP instant print scheme starting at £1.99 a month. Unfortunately, the HP printer owned by the clerk is not eligible for this scheme which would have saved money. It might be worth considering purchasing a new printer next year to enable the council to take advantage of this scheme.
2. The draft budget for 2020/21 has been drawn up by the clerk and is based on the latest council tax base information received from ESC in October. This tax base may be liable to change due to the impact of COVID-19 so will not be confirmed officially by ESC until early January.
3. The clerk decided against contacting the volunteer group at AONB after revisiting and taking pictures of the copse near the playground as it did not look as if there would be enough work to keep 3 – 6 volunteers busy for a whole day.

Financial Report:

1. At close of business on 02/11/2020 the current account stood at £5,554.41
2. The clerk's wages for this month were £300 which includes £60 which will be paid to HMRC for the 20% income tax accrued.
3. An invoice for £100 has been received from Suffolk Cloud for web hosting for 2020/21.
4. An invoice for £103.40 has been received from Playsafety Ltd for the 2020/21 RoSPA report.
5. An invoice for £68.40 has been received from The CGM Group for the November grass cut.