

Clerk's Report to Shotttisham Parish Council Meeting of January 2023

Clerk's actions

1. A request for a copy of the Electoral Register for 2023/24 has been completed and sent to ESC on the 6th December via email.
2. A final budget for 2023/24 has been prepared by the clerk and sent out to councillors before the meeting.
3. The following surveys were completed on the 4/01/2023 by the clerk on behalf of the parish council as requested by SALC:
 - SALC annual members survey
 - Council spend on legal services
 - SLCC Educational Trust Survey
 - Climate change survey for town and parish councils in Suffolk

Financial Report:

1. At close of business on 02/01/2023 the current account stood at £13,485.09
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. The clerk's expenses from May – December 2022 were £16.32.
4. An invoice for £30 has been received from Shotttisham WI for the rent of the Trust Hall for the November meeting.
5. An invoice for £40 has been received from the Information Commissioner for the Data Protection Fee for 2023.