

Clerk's Report to Shotttisham Parish Council Meeting of September 2026

Clerk's actions

1. The clerk contacted the Deben Peninsula's parish clerks' email group to request advice on grass cutting contractors and playground maintenance contractors.
2. The clerk arranged a meeting with Excite Solutions Ground Maintenance to discuss a new grass cutting contract for the playground, and has received a response.
3. The clerk contacted Kevin Foreman and arranged for him to look at the playground and provide a quote for some of the maintenance issues identified in the RoSPA report.
4. The clerk has also contacted Top Garden Services and requested another quote for the grass cutting contract.

Financial Report:

1. At close of business on 31/08/2026 the current account stood at £503.20
2. At the close of business on the 31/08/2026 the savings account stood at £13,034.01
3. Online payments authorised between meetings includes:
 - a. Transfer from savings account £750.00
 - b. Suffolk Cloud (website/emails accounts £250.00
4. Online payments requiring authorisation includes:
 - a. Transfer from savings account £1000.00
 - b. Clerk's wages Aug/Sept £320.00
 - c. HMRC (20% clerk's wages) £80.00
 - d. CAS Insurances Ltd £462.81