

AGENDA ITEMS

6. Matters Arising

Minute number 2764(iii)/2425

The 2025/26 Precept Demand for £40,440.00 has been submitted to the Charging Authority, Babergh District Council who have confirmed receipt; this will be paid to the Parish in two instalments, 50% in April 2025 and 50% in September 2025. BDC has confirmed this precept gives the Parish a Council Tax Band D amount of £84.06. This is a decrease of 0.04% on 2024/25. These are the amounts that will be shown on the Council Tax Bill.

Minute number 2764(vi)/2425

Trevor Brown CPFA has confirmed his appointment as the Parish Council's internal auditor for 2024/25 and has thanked the Council. It is intended that he will undertake the internal audit on Wednesday, 16th April 2025.

Minute number 2772/2425 and 2776/2425

The only way for the Council to know how many visits our website gets is for us to use Google Analytics; Suffolk Cloud are unable to provide the data for us. Suffolk Cloud sent me the instructions for setting up Google Analytics which I believe I've done. If anyone would like to view the data, I can let you have the signing in details.

Minute number 2773/2425

The 2025/26 meeting dates have been published on the website and the village hall lounge has been booked.

7 xii. VAT Reclaim

A claim has been submitted to HMRC for a VAT repayment of £1,784.40 for the period 01.09.2024 to 31.12.2024.

FINANCE

- I've undertaken a further review of the 2024/25 budget position which includes a forecast of the total of expenditure to the year-end (31st March 2025).

I've prepared an analysis (included in the Shared Folder for the February meeting) which shows a probable budget shortfall for –

Bank charges	£36.06 - additional transaction charges having been moved to Unity Trust Bank Tier 2 of charges
Clerk's Salary	£730.38 - additional work due to FOI and SAR requests
IT/Web/B'band/Phone	£352.96 - upgraded Microsoft package

There is an agenda item to vire £40.00 from 2024/25 budget heading 'Allotments' to 'Bank Charges' and to vire £750.00 from 2024/25 budget heading 'General Reserves' to 'Clerk's Salary'. I'd suggest holding off from viring any amount to budget heading 'IT/Web/B'band/Phone' until we have a more definite cost of the Microsoft upgrade.

OTHER MATTERS

In April 2023, the new SCC Allotment Lease was completed. The advice from Suffolk Legal was that a lease in excess of seven years, such as the Allotment Lease, should be registered at the Land Registry. In **July 2023**, Birketts were instructed to register the Lease at the Land Registry. Finally, on **7th January 2025**, notification was received from

Birketts that Land Registry has completed the application; we now have copies of the Register of Title and the Title Plan. Upon my request, the original Lease document has been returned to the Parish Council from Birketts solicitor, received 23rd January 2025.

28th January 2025 – Having seen the comments and photo of a number of dead pheasants that had been dumped in Oakfield Road, on the village FB group, I have reported the matter to Babergh as an environmental issue to be dealt with.

Sue Frankis
Clerk to the Parish of Copdock & Washbrook