**CLERKS REPORT TO KEMPLEY PARISH COUNCIL**

**May 2017**

**Correspondence**

Letter received from FODDC regarding Community Led Housing. This has been emailed to all Councillors for feedback.

**Audit**

The final accounts for 2016/2017 have been audited by John Birt and the Annual Return is ready to be reviewed and approved at the AGM.

The following should be noted regarding the accounts and expenditure in relation to budget:

1. Clerks salary and expenses were over by £222.27 this is mainly because March 2016 salary was included in 2016/2017 accounts which effectively meant there 13 months’ salary paid within 12 months. I have rectified this and salary will be paid at the end of March from now on.
2. Hall hire was up by £39 this is due to an additional meeting required for the signing of the Wayleave deed and the hire costs being higher than budgeted.
3. Training was underspent by £65, however I would suggest this is carried forward and would recommend further training for Clerk and Councillors may wish to attend a relevant training course.
4. The Village plan is underspent by £449 however this will be carried over as the plan is yet to be printed.

**Payments to be made**

P Samuel, Clerk wages and expenses:

Includes £379.99 for purchase of Council laptop using funds from the transparency grant.

Insurance – I have received a quotation however this will need to be revised to include the two new defibrillators and the laptop.