

4b CLERK'S REPORT

Action Point for November Meeting

I have contacted the National Lottery to check if the grant can be moved to another of the Parish Council's bank accounts and am awaiting a reply. I have had an acknowledgement of the email.

Finance

I have spent many hours getting Scribe up to date. There were various problems from when the previous clerk took over the duties.

- 1,. Invoices not uploaded to Scribe.
2. Receipts and Invoices in together in the Finance Paper File.
3. Receipts and Invoices not numbered for cross reference on Scribe.
4. Unable to balance Scribe even though I had balanced it in the middle of November. Someone had deleted the VAT refunds which meant that I could not balance. I eventually found the error and the banks now reconciled. This took be some considerable time to correct.

32 Day account

Notification received that the interest rate has been cut from 1.95% to 1.85% from 20th Jan 2026

Lloyds Bank are giving away free trees, do the council want any and is there anywhere to put them? (email 19/11/2025)

BONNY SMITH
Hundleby Parish Clerk
05/01/2026