

CLERK'S REPORT FOR CPC MEETING – 24/07/24

1. Financial Statement

Balance as at 1st April 2024	£15,148.79	Bank rec at 30th June 2024	
Plus: receipts in quarter to date	£7,180.00	Lloyds Current A/c	7076.45
Less Payments in quarter to date	-£3,252.34	Lloyds Deposit A/c	12000.00
Balance as at 30th June 2024	£19,076.45		£19,076.45

- Zurich Assurance policy renewed on 31st May 2024 for 12 months
- Clerk's salary recommenced in May 2024
- Greenways invoices paid up to date
- Removable barrier purchased
- 32 Day Notice Deposit Account opened in June 2024 (interest currently 2.5% p.a.)

2. HMRC

An historic issue was discovered with submission of online returns to HMRC going back to tax year 2021-22 relating to PAYE for the clerk's salary. Upon investigation, it was discovered that HMRC have now "wound up" the previous CPC Payroll Scheme due to inactivity.

Following agreement of the Councillors, we have employed a payroll company, PPAE Limited, moving forward to set up a new Payroll Scheme, deal with our future payroll submissions and clarify the historic position with HMRC. It is not currently known whether any previous tax liability to CPC exists.

3. AGAR Audit

With the welcomed assistance of our external auditor, the annual AGAR Audit was submitted before the 1st July 2024 deadline and has been accepted. The auditor's report identified certain areas where our administration needs to be tighter, which will be addressed moving forward.

4. Greenways

The current contract for grass cutting and bin emptying will be terminated on 1st August 2024 after the notice period has expired. A new contract is in place from that date solely for bin emptying.