



Kettleburgh Parish Council

Annual Financial Statement

for the year ended 31st March 2025`

Parish Clerk and Responsible Financial Officer:

Mrs Sonia Frost

Fortuna House, Low Street, Badingham, Suffolk, IP13 8JS

clerk@kettleburgh-pc.gov.uk

07917732293

Parish Councillors contact details:

Edward Jardine	Bridge Farm	727463	edward.jardine@kettleburgh-pc.gov.uk
Robert Booth	The Timbers	723502	rob.booth@kettleburgh-pc.gov.uk
Andrew Barton	The Rectory	07989981594	andrew.barton@kettleburgh-pc.gov.uk
John Mealing	5 Barrel Cottages	724577	John.mealing@kettleburgh-pc.gov.uk
Louise Clark	Holmlea, The Street		louise.clark@kettleburgh-pc.gov.uk
Patrick Garland	March House	621211	patrick.garland@kettleburgh-pc.gov.uk

Responsible Roles: Chairman Councillor E Jardine

Community Flood Plan:	Cllrs E Jardine and P Garland:
Defibrillator:	Councillor R Booth
Staffing Committee:	Cllrs E Jardine, P Garland and R Booth
Footpaths:	Councillor Andrew Barton

The Parish Council meets approximately ten times a year in the Village Hall.

Meetings begin at 19.00pm. Members of the public are always welcome.

When required, additional meetings are called.

These accounts satisfy the requirements of the Accounts and Audits Regulations 2015 and represent fairly the financial position of the Council as at 31st March 2025.

Kettleburgh Parish Council

Accounts for the year ended 31st March 2025

Supporting Notes:

Borrowings

At 31st March 2025 the Council had no loans outstanding

Leasing

At 1st March 2025 the land known as Kettleburgh Village Green is leased to Kettleburgh Green Trust (KGT). The Deeds for the Village Green are held by Marshall Hatchick, Solicitors, The Ancient House, Church Street, Woodbridge, IP12 1DH

Tenancies

The Council has two tenancies of parcels of land at the rear of 7 & 8 Church Road. These are administered by the KGT

Memberships and Information Technology

Kettleburgh Parish Council Accounts are supported by the Scribe web software package

Secure document storage is provided by the Microsoft 365 software Business package

Kettleburgh Parish Council website is hosted by Community Action Suffolk, under the domain name: <https://kettleburgh-pc.gov.uk> The site has a current security certification

The Clerk and Councillors have .gov.uk email addresses

The Council is a member of Suffolk Association of Local Councils (SALC), and the National Association of Local Councils (NALC)

The Council subscribes to Parish Online, for the purpose of mapping and legal publication of parish mapping documentation

The Clerk is a member of the Society of Local Council Clerks (SLCC)

These accounts satisfy the requirements of the Accounts and Audits Regulations 2015 and represent fairly the financial position of the Council as at 31st March 2025.

Kettleburgh Parish Council Ordinary Meeting: 16th April 2025

Prepared By: Sonia Frost Clerk and RFO

Date: 14th April 2025

Approved By

Date