Charlbury Town Council - Correspondence.

Month: AUGUST 2021

Sender:	Description:
WODC PLANNING.	21/02616/LBC ALTERATIONS AT BELL COTTAGE 2 CHURCH ST.
	21/02652/HHD ALTERATIONS THE RISE HIXETWOOD
	21/02720/HHD RESTORATION THE WILLOWS CHURCH LANE
	21/02736/HHD INSTALL ELECTRIC 14 HILL CLOSE CAR CHARGING UNIT
	21/02746/LBC ALTERATIONS THE WILLOWS CHURCH LANE
MR G. EPPS.	PROPOSAL TO LIST THE BELL AS AN A.C.V. *
L. LEFFMAN	LETTER FROM JANET JEFFS CRAWBOROUGH & HGV'S (NOTICE)
STEPHEN SLACK	CH & WM HALL CHARITY - CHANGES TO CIO
	TO REFLECT USERS (FROM CHARLBURY SOCIETY)
G. HARRISON	AMENDMENT TO ACCOUNTING PROCEDURES PAPER (AGENDA)
ROSPA	PLAY EQUIPMENT ANNUAL CHECKS
	(- WITH CONTRACTOR TO UNDERTAKE NECESSARY WORK)
* A.C.V.	ASSET OF COMMUNITY VALUE - PROCESS
	INVOLVES TC SUBMISSION TO W.O.D.C.

Amendment To The Paper To Charlbury Town Council - Accounting Procedures

At the Town Council Meeting of 28th July 2021 it was agreed that Cllr Gary Harrison and Roger Clarke, the Town Clerk would evaluate the Scribe Accounting System as soon as possible with a view to immediate purchase. Four of the Town Council had already evaluated the system and found it to be suitable for the Town Councils requirements.

It was additionally requested that a further review of commercially available Accounting Systems for Town and Parish Councils be conducted prior to the purchase of Scribe. Details of that review are included below:

1. There are currently 3 Accounting Systems specifically for Parish and town Councils available on the market, they are as follows:

    1. AvantEDGE from Edge It Systems Limited
    2. Alpha Accounting Form Rialtas
    3. Scribe Accounts

1. AdvantEDGE

Accessibility:

Software: Cloud Based, can be accessed anywhere from smartphone, tablet, laptop.

As it is Cloud based, we would always be running the latest software version.

Disadvantages:

Single concurrent User License. Only one user included, additional users at additional cost.

Prefers to run on Windows & Android.

2. Alpha Accounting

Accessibility:

Software: Installed on computer requires a server/network for other users to view accounts.

Disadvantages:

Installed on computer requires a server/network for other users to view accounts.

Cheaper software but would require hardware to be purchased and maintained.

Software needs to manually installed, cost of consultant travel for installation is not included.

If there is a software update, the update will have to be installed again and may incur more costs to do so.

Back-up is manual to external hard drive.

3. **Scribe Accounting**

Accessibility:

Software: Cloud Based.

As it is Cloud based, we would always be running the latest software version.

Unlimited users with differing access levels.

Unlimited trains & Support

Automatic Back-up

Disadvantages:

Nil.

Recommendation

I recommend that we proceed with purchasing Scribe Accounting at the earliest opportunity in order to ensure continuity in our accounts and our succession planning. Failure to do so would leave us extremely vulnerable should our current Town Clerk decide to retire.

Gary Harrison
3rd August 2021