

To receive a report on BrightPay Software and consider any actions and associated expenditure

The Finance Officer is due to takeover Saltash Town Council payroll from Rosevale Accountants as at 1st April 2024.

In order to do so, Saltash Town Council needs to invest in a licence for the BrightPay software. This software runs the monthly and year-end payroll for Saltash Town Council.

Cost details as follows:

Annual licence for BrightPay 2024/2025	£289.00 + VAT.
*BrightPay Connect Monthly Subscription	£0.65 + VAT per employee per month
BrightPay Connect Approx Annual Cost	£230 + VAT

*Connects to BrightPay and provides logins for all staff to access payslips, P60's, P45's etc.

BrightPay connects well with BrightHR, the annual leave and sickness absence system.

Budget Availability 2024-25:

Budget Code: 6305 Finance Software

Budget: £6,560

**End of Report
Finance Officer**