

## **To receive and note a report on Rosevale Accountants Finance and Payroll Service**

The Personnel Committee held on 29<sup>th</sup> February 2024 noted termination of Rosevale Accountants Payroll Service.

At the same meeting Members agreed to continue with the temporary appointment of Rosevale Accountants to support the Finance Officer with year-end and AGAR work at a cost of £33ph, recommended to Policy and Finance.

However, Rosevale Accountants were unable to provide year-end and AGAR support at a cost of £33ph leaving their finance services terminated with immediate effect.

Due to the finance services being a recommendation to the 12<sup>th</sup> March P&F meeting, Members were advised and it was resolved at that meeting:

The Town Clerk advised Members of an update to the existing finance agreement with Rosevale Accountants that has been notified to all Members of the Personnel Committee by email.

Due to a change in Rosevale Accountants billing system the finance agreement has been terminated with immediate effect. The Finance Officer will undertake year-end and AGAR work in-house.

To allow the Finance Officer to undertake this work, the Personnel Committee agreed by email that Rosevale Accountants continue to operate the payroll on a temporary basis up to and including June 2024 at a cost of £10 + VAT per employee to process the payroll on BrightPay and £12 + VAT per employee to manage BrightHR allocated to budget code 6661 Finance Consultancy.

The purchase of an annual licence for BrightPay will take place prior to payroll moving back in-house (recommendation 3 approved – minute 178/23/24).

It was proposed by Councillor Bullock, seconded by Councillor B Samuels and **RESOLVED** that Rosevale Accountants continue to operate the payroll on a temporary basis up to and including June 2024 at a cost of £10+VAT per employee and to manage BrightHR at a cost of £12+VAT per employee, allocated to budget code 6661 Finance Consultancy Fees.

**End of Report**  
**Town Clerk/RFO**