

Clerks Report:

### **Proposal to strengthen internal controls by subscribing to Scribe Accounts – Sector Specific Accounting Software System**

I recently attended an online presentation on Scribe Accounts (<https://www.scribeaccounts.com>) having previously read about how other parish councils had successfully used their accounting systems. Current system – Excel.

Scribe was specifically designed for Parish Councils; used to enhance regulatory compliance and operational efficiency, providing a user-friendly, regulatory-compliant solution to Parish Councils.

#### **Key Points:**

- Enhanced transparency for councillors and members of the public.
- Councillors can access a read only system to view live documents.
- Improve the council's financial oversight and compliance with regulations.
- Easier to keep track of spending and budget throughout the year which will increase confident decision making with clear, accurate reporting.
- Demonstrate the responsible, secure management of public funds.
- Less opportunities for error compared to excel which relies on formulas, reducing the risk of mismanagement, errors and costly failed audits.
- More compliant as data held in the cloud.
- Used by over 1000 local authorities including the following Parish Councils; Helmdon, Islip, East Haddon, Grange Park, Boughton, Brixworth, Crick & Glapthorn.
- Free regular online training sessions for Clerks and councillors.
- Easier for someone to step in in the event of illness, incapacity or change of clerk. Help can be provided by Scribe to allow another person to use the system.
- Scribe Accounts provides functionalities for easy generation of financial documents and streamlined bank reconciliation processes, enhancing the council's financial management and reporting capabilities.

Cost is £125 set up fee (originally quoted £250 but negotiated a better deal) and a monthly subscription cost of £34.00 which can be cancelled at any time. It is therefore my recommendation that we should adopt the system as soon as possible and in line with the new financial year.



Nichola Ali  
Syresham Parish Clerk