

**TOWN COUNCIL (PRECEPT) – 28 JANUARY 2019**

**REPORT FOR DECISION: PAYROLL SOFTWARE – ANNUAL RENEWAL**

**RECOMMENDATION**

That the Town Council approves an increase in the Payroll Software budget (3005/12) to £1,392, commencing 2019/20, to meet the annual licence costs.

**BACKGROUND**

The Town Council currently subscribes to SAGE Payroll services to enable it to meet its obligations as an employer to both employees and HMRC. We have just been advised of our renewal options for March 2019, as outlined below:

- £ 1,092 for a one user licence;
- £ 1,392 for a multiple user licence.

In order to be able to renew the licence in March and take full advantage of its capabilities, a multiple user licence is preferable which will require the budget for Payroll Software (3005/12) in 2019/20 and subsequent years to be increased to £1,392. It is proposed to fund this additional cost via the council's annual precept.

The Finance & General Purposes Committee agreed at its meeting of 21 January to recommend to Town Council that the budget for future years commencing 2019/20 is increased to £1,392 to meet the annual licence costs.

Paula Smith  
Support Services Manager/RFO

**TOWN COUNCIL (PRECEPT), 28 JANUARY 2019**

**REPORT FOR DECISION: COMMUNITY TOILET SCHEME 2019**

**Recommendation: -**

The Town Council approves an increase in the Community Toilet budget line (1070) of £3,500 to £16,500 to enable an additional 4 facilities to be included in the Community Toilet Scheme for the 2019/2020 financial year.

**Background: -**

The Finance & General Purposes Committee agreed at its meeting on 21 January 2019, to recommend to Town Council an increase in the Community Toilet budget line (1070) of £3,500 to enable an additional 4 facilities to be included in the Community Toilet Scheme for the 2019/2020 financial year.

Ben Brosgall  
Leisure and Amenities Manager

Paula Smith  
Support Services Manager/RFO

**TOWN COUNCIL (PRECEPT), 28 JANUARY 2019**

**REPORT FOR DECISION: MOBILE PHONE PROVISION**

**Recommendation: -**

The Town Council approves an increase in budget line 1040 Protective Clothing and Equipment of £1,856 to £3,356 from the financial year 2019/20.

**Background: -**

The Finance & General Purposes Committee agreed at its meeting of 21 January 2019 to recommend to the Town Council an increase in budget line 1040 Protective Clothing and Equipment of £1,856 from the financial year 2019/20.

Ben Brosgall  
Leisure and Amenities Manager

Paula Smith  
Support Services Manager/RFO