
Report from Finance Advisory Group Chairman

Part 1: TO NOTE EDGE FINANCE SYSTEM UPDATE:

Reconciliation within the EDGE Finance system of all expenditure against bank statement transactions and balances is normally carried out each month. Quarterly, independent manual reconciliation has continued but for a period it has not been possible for our RFO to electronically reconcile payments made between approved PFS lists and bank statements.

There been a delay because a Microsoft auto-update which occurred on the current laptop used by the Clerk meant that that device could not longer communicate with this particular element of the EDGE finance system.

So far, EDGE has not been able to resolve the issue by means that we were advised were acceptable re future device security. Through extensive discussions with EDGE (the system suppliers), and advice from others familiar with the BPC laptops, it has been determined that the required connection cannot be restored on the Clerk's current laptop until Microsoft amends its software.

To avoid any further delay the Clerk made the decision to carry out the reconciliation using her previous laptop which had not been subject to the software update. This required significant extra time, as the old laptop was replaced because of problems with screen stability, amongst other issues.

The interim solution meets the needs of the Council and ensures full auditable records are available electronically, to supplement the Quarterly manual reconciliation undertaken by nominated Councillors. The Clerk's interim solution for reconciliation will continue to be used until these two suppliers resolve the problem that was created by the last Microsoft software update.

This arrangement is being reported to Council to provide explain the previous issues and a record of the arrangements in place.

Proposal: Vote of Thanks to our Clerk for the significant extra work involved to deal with this matter.

Part 2: NAT WEST ACCOUNT SECURITY ARRANGEMENTS

Separation of the card readers and debit cards on the NatWest Business and Business Reserve accounts, has been completed.

Transfers between and from these NatWest accounts will involve two Councillor signatories on the account and the Responsible Financial Officer (the Clerk) meeting in-person.