

AGENDA ITEM 14 – RIALTAS LEDGERS

The accounting software has not been set up properly in terms of sales/purchase ledgers, cost centres, nominal codes etc. Due to Council's income, we need to operate on an Income & Expenditure basis as opposed to a Receipts & Income basis. The current software only allows for cashbook entries so even though it is an Income & Expenditure system, I haven't been able to set it up properly with the ledgers. I have added a motion to this agenda for Council to consider the purchase of the ledgers to add to the software.

The accounts are up-to-date but need a lot more work. Once I have the ledgers, I can review all the cost centres and nominal codes and ensure the accounts are on a full I&E basis.

Invoices are currently raised manually and not entered into the accounting software, apart from the receipt of the payment. Once I have the sales ledger, I can start raising sales invoices on the software which will give us a complete audit trail and more accountability. This also allows us to easily see outstanding debtors.

Quote:

COST SUMMARY

One-Off Costs (payable once) £1,791 (ex VAT)

- *Software Licence* – your initial perpetual Rialtas system licence
- *Launch & Training* – full installation, data setup, and structured 1-to-1 training using your own live data (on-site training available; mileage applies)

Ongoing Annual Costs £490 (ex VAT)

- *Support & Maintenance*, including:
 - Mon–Fri, 9–5 access to our dedicated support team
 - Online support portal packed with FAQs and video guides
 - Continuous updates, enhancements, and compliance improvements

Both ongoing costs are pro-rata from your go-live month through to 31st March 2027, so you only pay for what you use.

Samantha Haywood, Locum Clerk/RFO

