

Appleford-on-Thames Parish Council

Clerk's report to Council Meeting 8 October 2026

Progress report since last meeting 10 September 2026

Clerk/RFO : Business completed

Scribe – updating for budgeting forecast and preparing for internal audit.

Cllr Sharp set up on Scribe as Cllr with responsibility for financial controls.

Appleford-pc.gov.uk website updated with latest documents

Scribe training sessions attended (free with current subscription)

- Budgeting process

Conclusion of audit posted to village noticeboard and website – no inquiries

VAT refund request Quarter 2 submitted to HMRC

Preparation for draft budget November

See Actions Tracker for further detail on current actions