

## **Stanton-by-Dale Parish Council Annual Governance Statement 2015**

- 1. We have approved the statement of accounts which has been prepared in accordance with the requirements of the Accounts and Audit Regulation and proper practices.**

The accounts were prepared by the Clerk on a receipts and payments basis in accordance with the Accounts and Audit Regulations.

- 2. We maintained an adequate system of internal control, including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.**

The Financial Risk Assessment was adopted in December 2009 and is reviewed annually, the last time being on 18<sup>th</sup> May 2015. The accounts and financial systems are scrutinised through the internal audit process.

- 3. We took all reasonable steps to assure ourselves that there are not matters of actual or potential non-compliance with laws, regulations and proper practices that could have a significant financial effect on the ability of the council to conduct its business or on its finances.**

The Council works within the Code of Conduct and the Standing Orders of the Stanton-by-Dale Parish Council and complies with proper practices.

- 4. We provide proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulation.**

The Council displays a Notice of Appointment of the date for the exercise of electors' rights to inspect the Annual Return, books, invoices, receipts etc during stated office hours Monday to Friday for 20 days.

- 5. We carried out an assessment of the risks facing the council and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.**

The Council works within the Financial Regulations adopted by the Council in June 2005 and the Risk Assessment adopted in December 2009. The Council had adequate insurance with Came & Co.

- 6. We maintained throughout the year an adequate and effective system of internal audit of the council accounting records and control systems.**

The accounts are audited annually by Internal Auditor, Mr Barry Woodcock and are signed off. Bank reconciliations and spot checks are carried out regularly.

**7. We took appropriate action on all matters raised in reports from internal and external audit.**

All matters brought to the attention our attention by the internal external auditors will be responded to but nothing has been raised in recent years.

**8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on the council and, where appropriate have included them in the accounting statement.**

The council disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.

**9. Trust Funds.** Not applicable.

Dated 24/6/15