

**EDGMOND PARISH COUNCIL
ANNUAL GOVERNANCE STATEMENT**

DATE: May 2016

Requirements	Evidence	EPC	Agreed
Approved the statement of accounts which has been prepared in accordance with the requirements of the Accounts and Audit Regulations and proper practices.	Prepared its statement of accounts in the way prescribed by law.	<ul style="list-style-type: none"> Refer to Local Council Finance – Shaw & Sons SLCC Clerk's Manual CAB – Ninth Edition LGA 1972 	
Maintained an adequate system of internal control, including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness	Made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.	<ul style="list-style-type: none"> Bank money promptly Audit trail evidence Two cheque signatories - Cllrs 	
Taken all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and codes of practice which could have a significant financial effect on the ability of the council to conduct its business or on its finances.	Has only done things that it has the legal power to do and has conformed to codes of practice and standards in the way it has done so.	<ul style="list-style-type: none"> Law & Statutes identified Financial Regulations updated annually 	
We have provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.	Has during the year given all persons interested the opportunity to inspect and ask questions about the Council's accounts.	<ul style="list-style-type: none"> Accounts presented to Full Council monthly Public notice of audit process and dates 	
We have carried out an assessment of the risks facing the council and taken appropriate steps to manage those risks, including the introduction of internal controls and / or external insurance cover when required.	Considered the financial and other risks it faces and has dealt with them properly.	<ul style="list-style-type: none"> Regular risk assessments Adequate and appropriate insurance 	
We have maintained throughout the year an adequate and effective system of internal audit of the council's accounting records and control systems and carried out a review of its effectiveness.	Arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether these meet the needs of the council and reviewed the impact of this work.	<ul style="list-style-type: none"> Audit Committee appointed at AGM Miss R David of Madeley appointed as an Internal Auditor 	
We have taken appropriate action on all matters raised in reports from internal and external auditors.	Has responded to matters brought to its attention by internal and external auditors.	<ul style="list-style-type: none"> Reports minuted 	
We have 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 statement of accounts.	Disclosed everything it should have about its business during the year including events taking place after the year-end if relevant.	Not applicable	

Signed Position

Date