

Section 1 – Annual Governance Statement 2019/20

We acknowledge as the members of:

CLAIFE PARISH COUNCIL

our responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. We confirm, to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 31 March 2020, that:

Agreed		Yes	No
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.		✓	
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.		✓	
3. We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.		✓	
4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.		✓	
5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.		✓	
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.		✓	
7. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.		✓	
8. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.		✓	
9. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.		✓	

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4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.		✓	
5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.		✓	
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.		✓	
7. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.		✓	
8. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.		✓	
9. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.		✓	

*For any statement to which the response is 'no', an explanation must be published

This Annual Governance Statement was approved at a meeting of the authority on: **28/07/2020**

and recorded as minute reference: **089/2020**

Signed by the Chairman and Clerk of the meeting where approval was given:

Chairman: *[Signature]*

Clerk: *[Signature]*