

GREAT EASTON PARISH COUNCIL
ANNUAL GOVERNANCE STATEMENT OF ACCOUNTS
FOR FY ENDING 31 MARCH 2018

1. Bank reconciliation, as at 31 Mar 18:

Current Account	7,437.03
Deposit Account	1,853.70
Total	£9,290.73

NB. Excess of expenditures over Income of £606.88 but this included two years of electricity charges.

2. Reserves. The working reserve of c£9.000 equates to one year of expenditures and is considered to be the minimum prudent amount.

3. Financial Controls

The financial controls and procedures, as detailed in the Parish Council Financial Regulations, have been strictly followed. Details of these procedures are outlined below:

- All payments are recorded in the minutes and approved at the monthly meeting of the Parish Council.
- All payments, whether made by BACS or by cheque, are normally authorised in advance of payment by two members of the Parish Council/ RFO. Regular payments may be paid on receipt of the invoice and formally authorised at the following PC meeting.
- The monthly bank statements, supported by the cheque book stubs and supporting receipts and expenditure vouchers, provide the basis for the bank reconciliation and the internal and external audits at the year end.
- There are no petty cash or other financial accounts.

3. Risk Review

- Any identifiable risks appropriate to any planned activity, are discussed and assessed at the monthly meetings. If there is an associated risk, prior advice is obtained from the insurer.
- A separate Village Hall Committee and the Recreational Field Committee have the direct responsibility for the insurance and risk management of the Village Hall, the Recreational Field and all swings and play equipment in both locations. The Parish Council has a nominated member on each committee and retains an oversight to ensure the correct Health and Safety procedures are in place.
- The insurance policy is specifically designed for Small Parishes. The policy is reviewed annually and has a Public Liability indemnity limit of £5M and Employer's Liability of £10M.
- Additionally an annual risk inspection of the Village is conducted by all Councillors to identify and follow up on any identified issues.

Signed:

Chairman: Date:

Clerk/RFO: Date: