

Hacheston Parish Council

Explanation of Negative Responses to Section 1- Annual Governance Statements 2021-2022

1. We entered 'Yes' for this, but according to PFK's email of 10th Feb 2023, this should be marked as 'No' as we did not publish our AGAR before 1st July 2022.
2. We entered 'No' for this as cheque stubs were not routinely initialled and invoices were not all checked by two councillors. There was no internal control statement and there were not sufficient checks to help prevent and detect fraud.
4. Because the internal audit and AGAR were not published within in the legal timeframe, the set, legal public notice of rights dates were not adhered to. But the public has now been given the chance to view the accounts and all documentation and our own (self-set) public Rights period was 30th November to 18th January. During this period we had no queries or requests to see any documentation.
5. The Council did not feel comfortable confirming compliance to this statement. It did not review or readopt its risk assessment. It did not take appropriate steps to manage risks and there were insufficient internal controls in place, but the Council has taken active steps to ensure that this does not happen again. Better internal controls are now in place and the Council will regularly review its internal controls moving forwards.
7. The Council could not agree that it took appropriate action on all matters raised in the previous years' internal audit as the same recommendations were raised again this year that had been raised in the previous audit. However, the recommendations noted in the Internal Auditor's report for 2021-2022 have been considered at our meeting of 23.11.2022 (item 9) and active steps to ensure future compliance have been taken.