

## Section 1 – Annual Governance Statement 2023 / 24

### Pannal and Burn Bridge Parish Council

Explanation to the external auditor for the No 2 “No” response to “*We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and review its effectiveness*”

- Although the internal auditor noted that the Parish Council considered its review of the effectiveness of internal controls, this was completed in April 2024 and therefore outside the scope of the current audit. This procedure, however, will in future be embedded in the clerk’s / Parish Council’s annual functions and will be formally documented in the Council’s minutes with any proposed actions agreed by the Council.
- The Parish Council adopted in April 2023 a Risk Assessment and Management Strategy which is reviewed annually and into which any amendments will be made following the annual consideration of the Internal Control Checklist.
- The Parish Council initiated in May 2024 the use of the equivalent of an invoice authorization stamp to evidence the checks in accordance with Financial Regulations.
- The internal auditor confirmed that the Council’s insurance cover for the year was effective.
- Since the May 2024 internal audit, a list of continuing contracts and obligations has been drawn up in accordance with the requirements of Financial Regulation 5.6 and which will be signed by the Chairman plus one other.
- The Parish Council will embed in its annual procedures (Financial Regulation 14.6) the formal review of its physical assets and which will be minute-evidenced.
- Financial Risk Assessment was adopted by the Parish Council in May 2024.

Jane Marlow  
Parish Clerk  
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