

Financial Risk Assessment

Name of Council: Redbourne Parish Council

Date of Review: 7 March 2023

Risk Identified	Existing controls	Additional measures	Date of Review
The protection of assets owned by the Council	<ul style="list-style-type: none"> Up-to-date asset register Regular maintenance checks Insurance policy 	<ul style="list-style-type: none"> Annual review of level of insurance policy Budget provision for maintenance costs 	<p>March 2023</p> <p>March 23 rang Zurich to add second speed sign and 2 posts for speed signs</p>
Control of financial management	<ul style="list-style-type: none"> Adoption of Standing Orders and Financial Regulations Monthly bank reconciliations presented to the Council. Presentation to Council of regular statements of receipts and payments and balances held. Schedule of accounts for payment authorised by a meeting of the Council All cheque payments to be signed by two authorised signatories. Appointment of Internal Auditor All spending authorised within powers available to the Council Ensure Clerk has appropriate training if required 	<ul style="list-style-type: none"> Ensure most recent models are available from ERNLLCA Council to consider frequency of production Council to consider frequency of production 	<p>July 2022</p> <p>Monthly meetings</p> <p>Monthly</p> <p>Monthly</p>
Insurance provision	<ul style="list-style-type: none"> Public liability insurance policy in place Employee Fidelity insurance policy in place Employer liability insurance in place 	<ul style="list-style-type: none"> Seek guidance from Regional Training Partnership Council to consider level of insurance cover once per year 	<p>Reviewed March 2023</p>
VAT controls	<ul style="list-style-type: none"> Yearly returns made to Customs and Excise 		<p>Vat return received 23 Feb 2023</p>

Signatures:
Chairman

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Clerk/RFO

Adopted: 7 March 2023