

FINANCIAL RISK ASSESSMENT

ROXBY-CUM-RISBY PARISH COUNCIL

Date: 24 May 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 		24 May 2023 Ongoing
Control of Financial Management	<ul style="list-style-type: none"> Adoption of Standing Orders and Financial Regulations Bi-Monthly bank reconciliation's Bi-Monthly Presentation to Council of regular statements of receipts and payments and balances held Appointment of Internal Auditor All cheques to be signed by at least two members of the Council Schedule of accounts for payment authorised by a meeting of the Council 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 Undertaking ILCA qualification 	Reviewed 24 May 2023 Ongoing Ongoing Annually – due March 2024 Bi-Monthly at PC meeting Bi-Monthly at PC meeting Ongoing Ongoing Ongoing
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 Protection of Assets 	<ul style="list-style-type: none"> Council to consider level of insurance cover once per year 	Reviewed 24 May 2023. Payment due 1 June 2023 for 2nd year of reduced premium agreement. Insurer BHIB To be reviewed annually
HMRC	<ul style="list-style-type: none"> Council registered Returns made to Customs & Excise 	<ul style="list-style-type: none"> Received Two VAT refunds in April 2022 for 2020-21 and 2021-22 total £1651.87 	As specified by HMRC VAT reclaimed annually

Signatures
Chairman

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Clerk/RFO

24 May 2023
Date