

## Neroche Parish Council Risk Assessment and Management 2024

<u>Area</u>	<u>Risk</u>	<u>Level</u>	<u>Control (and agreed improvements)</u>
<b>Assets</b>	Protection of physical assets	M	Street furniture. Covered by insurance policy with Zurich - value increased annually by RPI
	Security of street furniture	M	All assets are in the open and in full view.
	Maintenance of assets	M	Bus Shelter currently maintained on an ad hoc basis. Ongoing regular inspection of noticeboards
<b>Finance</b>	Banking arrangements	M	Total funds of less than £15,000 held in bank accounts with Unity Trust Bank
	Loss of cash through theft or dishonesty	L	No petty cash held by Clerk. Clerk is not a signatory on Bank accounts. Fidelity guarantee insurance held.
	Financial controls and records	L	Financial regulations in place Periodical reconciliation prepared by Clerk and reported to the Council. Two Councillor signatories on all cheques and online payments- all payments authorised and minuted at Council meetings. Internal and external audit.
	Compliance with Customs and Excise regulations	L	VAT payments and claims recorded and calculated by Clerk. Internal and external auditors provide check.
	Calculation and setting of Annual Precept	L	Council receives detailed budgets in January from which precept is derived. Expenditure against budget estimates reported to the Council half yearly.

*Last Updated 06.04.2024*