

Section 2 – Annual governance statement 2014/15

We acknowledge as the members of:

WANSTROW PARISH Council/ ~~Wanstrom~~

our responsibility for ensuring that there is a sound system of internal control, including the preparation of the accounting statements. We confirm, to the best of our knowledge and belief, with respect to the accounting statements for the year ended 31 March 2015, that:

	Agreed –		'Yes' means that the council:
	Yes	No*	
1 We approved the accounting statements prepared in accordance with the requirements of the Accounts and Audit Regulations and proper practices.	Yes		prepared its accounting statements in the way prescribed by law.
2 We maintained an adequate system of internal control, including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	Yes		made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.
3 We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and proper practices that could have a significant financial effect on the ability of the council to conduct its business or on its finances.	Yes		has only done what it has the legal power to do and has complied with proper practices in doing so.
4 We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.	Yes		during the year has given all persons interested the opportunity to inspect and ask questions about the council's accounts.
5 We carried out an assessment of the risks facing the council and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	Yes		considered the financial and other risks it faces and has dealt with them properly.
6 We maintained throughout the year an adequate and effective system of internal audit of the council accounting records and control systems.	Yes		arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of the council.
7 We took appropriate action on all matters raised in reports from internal and external audit.	Yes		responded to matters brought to its attention by internal and external audit.
8 We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on the council and, where appropriate have included them in the accounting statements.	Yes		disclosed everything it should have about its business activity during the year including events taking place after the year-end if relevant.
9 Trust funds (including charitable) – in our capacity as the sole managing trustee we discharged our responsibility in relation to the accountability for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.	yes	no	NA
			NA

This annual governance statement is approved by the council and recorded as minute reference

7.4 (08.06.2015)
dated 08.06.2015

Signed by:

Chair MSJ
dated 08.06.2015.

Signed by:

Clerk E.J. Andrews.
dated 08.06.2015

*Note: Please provide explanations to the external auditor on a separate sheet for each 'No' response. Describe how the council will address the weaknesses identified.

Box on section 1	2014 £	2015 £	Variance Increase (+) or decrease (-) (2015 less 2014) £	% (Variance divided by 2014 figure multiplied by 100)	Explanation required? Less than £250? - NO Less than 15% - NO More than 15% - YES
Box 2 Annual Precept	6000	6000	0	0	NO
Box 3 Total other receipts	563	1194	+ 631	112%	YES
Box 4 Staff costs	2238	2704	+ 466	20%	YES
Box 5 Loan interest/ capital repayments	0	0	0	0%	NO
Box 6 All other payments	4334	3540	- 794	-18%	YES
Box 9 Total fixed assets	4346	4816	+ 470	10.8%	NO

BOX NO 3	£
Figure in 2014 column	563
Figure in 2015 column	1194
Variance (2014 figure less 2015 figure)	+ 631

Reasons (as many as are applicable)	Amount £
Reason 1 Donation towards cost of projector for Village Hall	196
Reason 2 Donation towards tree cutting from Village Hall	740
Reason 3	
Reason 4	
Unexplained	
Confirm unexplained amount is less than 15% of 2014 figure	

BOX NO <u>4</u>	£
Figure in 2014 column	22 38
Figure in 2015 column	27 04
Variance (2014 figure less 2015 figure)	+446

Reasons (as many as are applicable)	Amount £
Reason 1	There was a period of overlap with two clerks. Hence two salaries being paid
Reason 2	
Reason 3	
Reason 4	
Unexplained	
Confirm unexplained amount is less than 15% of 2014 figure	

BOX NO <u>6</u>	£
Figure in 2014 column	4 334
Figure in 2015 column	3540
Variance (2014 figure less 2015 figure)	-794

Reasons (as many as are applicable)	Amount £
Reason 1	In 2013/14 the Parish Council had the cost of hedge laying as a one off cost.
Reason 2	
Reason 3	
Reason 4	
Unexplained	
Confirm unexplained amount is less than 15% of 2014 figure	