			DMGPC Risk Register - 2025-26						
			Actual Risk				Residual Risk		
	Identified Weakness	**Risk Owner**	**Likelihood**	**Impact**	**Risk**	**Mitigation**	**Prob**	**Impact**	**Risk**
	Annual Governance Statement								
1	We have **not** put in place arrangements for the effective financial management during the year and for the preparation of accounting statements		3	3	9	**Budget** - The Parish Council has timetabled the preparation and approval of the 2025/26 budget by January 2025 meeting & the 2026/27 budget by January 2026 meeting. **Precept** - The Parish Council has timetabled the approval of the precept for 2025/26 by January 2025 meeting and the 2026/27 by the January 2026 meeting. **Accounting records and supporting documents** - In accordance with S151 of the Local Government Act 1972 the Parish Council has appointed an officer to be responsible for its financial administration. **Bank Reconciliations** - Monthly bank reconciliations have been time tabled in and Bank Reconciliations are in a standard format **Investments** - At the present time the Parish Council does not have any investments **Statements of Account** - Arrangements are in place to ensure the preparation of an accurate and timely statement A cash book is in place that identifies and analyses all income and expenditure, which is kept up to date as part of the Bank reconciliation process. There are regular Budget Monitoring reports to the Parish Council at the Parish Council Meetins. In addition to independent Councillor bank reconciliation sign off	1	2	2
2	We **have not** maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.		3	3	9	**Standing Orders & Financial Regulations -** reviewed 18/05/23 & 18/09/24 annual review of Financial Regulation timetabled. Standing Orders will be reviewed May 2025 **Safe and efficient arrangements to safeguard Public Money** - All payments are authorised by the Parish Council. All payments are supported by an invoice and there are internal control requirements in the Financial Regulations. Cheques and online payments are signed/authorised by two authorised signatories (not including the Clerk). Any donations or grants are authorised in a Parish Council Meeting and minuted. All income received is reported and noted in Parish Council minutes. **Employment** - All Salary payments to the Clerk are authorised by the Parish Council, Tax & NI where applicable is deducted and paid to HMRC. There is a reconciliation of staff costs to box 4 of the annual return. **VAT** - VAT is accounted for in accounting records. The VAT return is timetabled for submission. **Fixed Assets and Equipment** - There is a Fixed Asset Register. There is a annual review of the Fixed Asset Register in time for the renewal of the Insurance by the Parish Council. There is a reconciliation of the Fixed Asset Register to box 9 of the Annual Return. **Loans and Long-term Liabilities** - There is a Annual review of Loan and Long-term Liabilities. Annual Review of Reserves is done in the budget meeting and there is a Reserves Policy in place. Current loan with Public Works Loan Board and closing balance is reconciled to Box 10 of thge Annual Return. **Review of effectiveness** - A review of the effectiveness of the PC Internal Controls is timetabled as part of the review of the Financial Risk Assessment. The Risk Register is aligned to the requirements of the Annual Governance Statements,	1	3	3
3	We **have not** taken 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 authority to conduct its business or manage its finances		3	3	9	**Meeting Schedule** - At the Annual Meeting of the Parish Council the schedule of meetings is approved. **Data Protection** - The Model Publication Scheme is timetabled for review and will be put on the Parish Councils Website. The Parish Council is registered under the Data Protection Act. **Equality & Diversity** - An Equality & Diversity Policy is in place and timetabled for review **Allotments** - The Parish Council provides allotments and has a risk assessment in place **Burial Ground** - The Parish Council manages a Burial Ground and is a member of the FBCA. A Risk assessment is in place **HALC & SLCC Membership** - Parish Council is a Member of HALC. Clerk & Councillors attend HALC training as required. The Clerk is also a member of the SLCC **RFO** - There is a Responsible Finance Officer appointed. **Power of Competance** - The Parish Council hasn't got the Power of Competence at the moment, but the Clerk is working towards her CiLCA Qualification with competion due in the Summer of 2026	1	2	2
4	We **have not** provided proper opportunity during the year for the exercise of electors rights in accordance with the requirements of the Accounts and Audit Regulations		3	3	9	The Annual Internal Audit report 24/25, the Annual Governance 24/25 and the Accounting Statement 24/25 were published with the required notes by the legal deadline. The Notice of Conclusion of Audit, with the Annual Governance Statement 24/25,Accounting Statement 24/25 and External Auditors Report and Certificate 24/25 was published on the Parish Councils website by the legal deadline.	1	1	1
5	We have **not** carried out an assessment of the risks facing the authority and taken appropriate steps to manage those risks including the introduction on internal controls and/or external insurance cover where required.		3	3	9	A review of risks is timetabled, along with the Insurance which is reviewed annually and timetabled for completion by May 25 meeting. **Risk assessments** in place include the Burial Ground and closed churchyard, Tree planting activities, generic Parish Council activities, allotments, Litter Picking and event risk assessments are carried out when events are planned. The Clerk also carries out VDU assessments on herself. **Playground inspections** are completed annually by ROSPA Play Safety	1	2	2
6	We **have not** maintained through out the year an adequate and effective system of internal audit of the accounting records and control systems		3	3	9	There is an annual review of Internal Audit	1	1	1
7	We **have not** taken appropriate action on all matters raised in reports from internal Audit and external Audit.		3	3	9	**Internal Audit** - As part of the signing off of the Annual Return the Parish Council considers the internal Audit Report at a Parish Council meeting. **External Audit** - Once received the external Auditors Report is considered by the Parish Council.	1	1	1
8	We **have not** considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year end, have a financial impact on the authority and where appropriate, have included them in the accounting statements		3	3	9	The Parish Council has timetabled a review.	1	2	2
9	Trust Funds		3	3	9	The Parish Council does not have any trust Funds	1	1	1