

GLAPTHORN PARISH COUNCIL

Parish Clerk - Liz Holland, 20 Gordon Road, Oundle, Peterborough PE8 4LD

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2018 Northamptonshire CALC Council of the Year

ACRE Overall Best Village Award 2019

IA Assertion	Response	Evidence	Reason for discrepancy or explanation of why it happened	Remedial Action	By When	By whom
Financial Risk Assessment not carried out	Incorrect	Two reports, including financial risk, were submitted and assessed by councillors:- Report to Council Meeting 20 th June 2019 Risk Report to Council Meeting 15 th August 2019	Report covered under Minutes 19.59 and 19.60 but not included with minutes so not seen by IA. Report not included with meeting papers and not referred to in meeting minutes so not seen by IA.	All reports to be included in meeting papers with agenda and referenced in the minutes.	Immediate	Clerk
Precept & budget decisions were poorly minuted	Partially accepted		Precept increase had already been agreed in the PREVIOUS year and minuted. Changes to personnel – clerk and councillors	For 2020-21: new clerk	When needed through Sept – Jan.	clerk
External audit report was not considered by Council	Accepted		Changes to personnel – clerk and councillors	For 2020-21: new clerk	When received	clerk

No evidence of internal controls being checked	Accepted		Changes to personnel – clerk and councillors	Cllr. Mike Newton was the internal control councillor until his resignation in June 2019 and the Clerk was replaced in July 2019. For 2020-21: Cllr. R Stark has volunteered for the role in the future.	Immediate	Cllr Stark
Playing field costs have at time exceeded available funds	Incorrect	Playing field project has its own dedicated bank account and the balance in this never fell below £2,000	Minutes were inadequate	For 2020-21: Minutes will reflect more detail on decisions to agree payments	Already in place	Clerk/Chair
Risk assessment on land ownership	Accepted in part.		The council discussed the operation of the proposed playing field and car park at its June 20 th 2019 Meeting and resolved (Minute 19.61) to give the management and maintenance responsibilities to the Glaphorn Playing Field Association under a Licence. The PFA has since become a registered charity and has signed the licence agreement.	Full land ownership risk assessment to be completed.	By October 2020	Clerk/Chair