

LYNEHAM & BRADENSTOKE PARISH COUNCIL
EXPLANATIONS RE: SECTION 1 – ANNUAL GOVERNANCE STATEMENT
FOR FINANCIAL YEAR ENDED 31ST MARCH 2020.

BOX 1 – No. There were no proper accounting practices in place until November 2019. The Parish Council purchased and installed RBS Alpha accounts software in January 2020. All receipts and payments for the financial year ended 31st March 2020 have been entered and year end accounts have been prepared using this accounts software.

BOX 2 – No. There was no adequate system of internal control in place between March and November 2019. A full Internal Audit of the 2018/19 financial year was carried out in December 2019, together with Internal Audit of March 2019 to December 2019. Fifteen recommendations were made in the December IA report, all of which have been actioned. Final Internal Audit for the 2019/2020 financial year was done in April 2020. The Parish Council will be considering a quote from the same company for IA services at the June 2020 meeting to ensure that proper controls continue. Additionally, a variety of Policy documents relating to financial controls have been adopted and can be seen on the website www.lynehamandbradenstoke-pc.gov.uk.

BOX 3 – No. Following the appointment in November 2019 of an experienced and qualified Interim Parish Clerk, an assessment of prior practices was carried out. Although many shortcomings in the previous administration became apparent, none appeared to have a serious effect on the finances of the Parish Council. Proper practices have now been implemented, together with adoption of a variety of Policy documents relating to financial controls, which can be seen on the website www.lynehamandbradenstoke-pc.gov.uk.

BOX 4 – No. The AGAR for 2018/19 was not submitted until December 2019. Consequently, the public inspection regime for electors' rights of inspection were not put in place until January 2020.

BOX 5 – Yes. A variety of policy documents, including Financial Regulations, Financial Risk Assessment and Reserves Policy, have now been adopted and can be seen on the website as above.

BOX 6 – No. Internal Audit was not implemented until December 2019 – also see Box 2 response.

BOX 7 – Yes. See Internal Audit final report for 2019/20 for full information.

BOX 8 – Yes. Although some information is limited due to circumstances detailed elsewhere.