

THORNTON LE DALE PARISH COUNCIL

ANNUAL GOVERNANCE STATEMENT 2023/24: ADDITIONAL NOTES

Explanations to the Questions answered NO. How the Parish Council will address the weaknesses identified on the above form.

Q.1 Prepared its accounting statements in accordance with the Accounts and Audit regulations.

Explanation: Thornton Le Dale PC is now fully quorate, however experienced a period of being inquorate for around 2 months during the financial year 23.24. Furthermore, there was relative instability for a period of 3 months due to the previous Locum Clerk withdrawing services, and at the same time preventing access for elected members of the council to view and manage the accounting system Scribe and its records, thus preventing the council from being able to operate in an effective and appropriate manner. The new Parish Council elected is fully committed to preparing its accounting statements in accordance with the Accounts and Audit Regulations. It has acknowledged and taken on board all recommendations detailed in the Internal Audit Report 23.24, which was submitted to the external auditor as part of its AGAR 23.24 reporting. It is committed to using and utilising the accounting package Scribe, to deliver full accuracy, transparency and frequent reconciliation and reporting of financial data.

Q.2 Made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge

Explanation: Thornton Le Dale PC is now fully quorate, however experienced a period of being inquorate for around 2 months during the financial year 23.24. Furthermore, there was relative instability for a period of 3 months due to the previous Locum Clerk withdrawing services, and at the same time preventing access for elected members of the council to view and manage the accounting system Scribe and its records, thus preventing the council from being able to operate in an effective and appropriate manner. The new Parish Council elected conducted a full review of all practices and has made the proper arrangements to ensure the safeguarding of public money and resources in its charge. It is committed to using and utilising the accounting package Scribe, to deliver full accuracy, transparency and frequent reconciliation and reporting of its financial data. Since the appointment of a newly elected council during 23.24, and its appointment in January 24 of a new Clerk/RFO, the council has ensured true and fair procurement practises were adopted, as well as ensuring that the financial sign off of every penny is vigorous and transparent.

The Parish Council meet monthly, delivering an agenda which demonstrates to all members of the public that the council are safeguarding both the public money and resources in its charge. Minutes are scrutinised and signed off, and both agendas and the Minutes are made available for publication on the council's website in a timely manner. Reporting of financial data from Scribe will also be made available on the website, detailing up-to-date allocation of spend during the financial year.

Q. 6 Arranged for a competent person, independent of the financial controls and procedures, to give an objective view of whether internal controls meet the needs of this smaller authority

Explanation: Since Thornton Le Dale PC became fully quorate, all internal controls affecting the operating procedures have been reviewed, and to ensure consistency and fairness, there has been the appointment of various new sub-committees which are delegated to scrutinise and review internal controls to ensure these meet the needs of this smaller authority and are in line with up-to-date regulatory practices. This includes elected councillors on committees, such as employment and finance. The Parish Council are committed to reviewing these internal controls, and when appropriate, will seek a further objective view on a regular basis, to ensure the internal controls continue to meet the needs of the parish of Thornton Le Dale. This will include seeking the reassurance and advice from recognised associations, such as YLCA and NALC.