

ALDERCAR & LANGLEY MILL PARISH COUNCIL

FINANCIAL RISK ASSESSMENT – JUNE 2017

Insurance Cover is in place for the following:-

Public Liability
Employers Liability
Money
Fidelity Guarantee - to include Councillors
Officials Indemnity – Libel & Slander
Personal Accident
Legal Expenses

All Council Assets

Specific events requiring insurance cover are notified to the Insurance Company.

An up to date Register of Assets will be established.

Standing Orders and Financial Regulations are in place.

Financial matters:-

The Council sets an annual precept based on a review of the committed expenditure (i.e. salaries, insurance, room hire) and proposed projects for the following year.

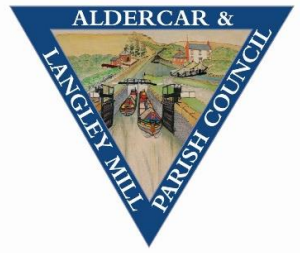
Income and expenditure is recorded in the minutes of the Parish Council at each meeting.

Quotations are sought before significant purchases are made in line with the adopted Financial Regulations.

All payments are made by cheque which are required to be signed by two of the five named signatories. The Clerk does not sign cheques.

VAT is re-claimed on an annual basis.

The accounts are audited on an annual basis.



Staffing matters:-

Staff Salaries are administered by Pells Chartered Accountants.

Members:-

A Code of Conduct has been adopted by Members of the Parish Council.

A Freedom of Information Policy has been adopted.

The Council has considered its responsibilities in connection with Equal Opportunities and all salaries paid are in line with the “living wage”.