

# Killinghall Parish Council

Chairman: Anne Holdsworth  
Clerk & RFO: Robert Bareham  
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## Re: AGAR 2023-2024 for Killinghall Parish Council

### Section 1 – Annual Governance Statement

In section 1, the following items have been marked “No”. Please find to follow the explanations: -

1. Q. “We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements”
  - A. The council felt having been left without an established Parish Clerk or Responsible Finance Officer for most of the fiscal year, that upon reflection the council did not always follow due process on the spending of public finances. This was highlighted in the audit report and the appointment of an experienced Parish Clerk/Responsible Finance Officer will ensure that the correct procedures are followed. The accounting statements were prepared in accordance with the Accounts & Audit Regulations.
  
- 5 Q. “We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.”
  - A. The council felt having been left without an established Parish Clerk or Responsible Finance Officer for most of the fiscal year, that the Risk Assessments (e.g. A Statement of internal Controls, Financial Regulations, The Financial Risk Assessment), had not been completed during the fiscal year. This was highlighted in the audit report and the appointment of an experienced Parish Clerk/Responsible Finance Officer will ensure that the correct procedures are followed.

Yours Faithfully,

*Robert Bareham*

Robert Bareham  
Parish Clerk & Responsible Finance Officer  
Killinghall Parish Council