

Radcliffe on Trent Parish Council resolved to answer “no” to the following assertions:

4. We provided proper opportunity during the year for the exercise of elector’s rights in accordance with the requirements of the Accounts and Audit Regulations.

ANSWER: NO

Evidence:

- Agendas are displayed on two noticeboards in the Parish (three incl. Upper Saxondale) and on the website. Minutes are available on the website and as hard copies on request.
- **BUT:** Notices were displayed on 05 May 2022 for examination of accounts from 01 June 2022 to 15 July 2022. Allowing for the two bank holidays within that period, the period for the exercise of public rights stretched over 31 working days, when it should have been 30.
- No evidence could be found that the Notice of Conclusion of Audit was displayed together with the audited AGAR documents on either the notice boards or the website. .

The council will ensure that the correct period for the exercise of elector’s rights is given and that the Notice of conclusion of Audit is displayed and published as required.

5. We carried out an assessment of the risk facing this smaller authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.

Answer: NO

Evidence:

- Risk register reviewed regularly (last September 22) and measures to mitigate identified risk put in place.
- **BUT:** The council failed to review its insurance cover at the Annual Parish meeting or any other in 2022.

The council will ensure that insurance needs are reviewed and that this is minuted accordingly.

7. We took appropriate action on all matters raised in reports from internal and external audit.

Answer: NO

Evidence:

- The 2021-22 External auditor’s report was considered by council at its meeting 06 September 2022.
- **BUT:** The Internal Auditor’s report was **not** considered by council at any of its meetings.

The council will ensure that the internal auditor’s report is considered and minuted at an appropriate meeting.