

Buerton Parish Council

RISK REGISTER AND MANAGEMENT POLICY 2024-2025

	Risk	Score H/M/L	Measures to reduce likelihood/control impact	Evidence
1	Failure to comply with legal obligations applicable to Parish Council, in respect of financial, business & procedural matters, e.g. budgeting & reporting, Customs & Excise, accuracy of minutes, members' interests, declarations of gifts and hospitality	L	<p>Compliance with external and internal financial regulations, standing orders & Code of Conduct</p> <p>Completion of VAT returns</p> <p>Minutes numbered and paginated</p> <p>Annual audit</p> <p>Regular review of financial status and position</p> <p>Scrutiny of financial records by internal auditor</p>	<p>Minutes</p> <p>Register of interests</p> <p>Financial records.</p> <p>Internal Audit</p> <p>Minute book</p> <p>Audit certificates</p> <p>Minutes</p> <p>Report</p>
2	Fraud & corruption	L	Insurance - fidelity guarantee	Policy
3	Libel & slander	M	<p>Insurance cover against libel & slander</p> <p>Members to be particularly mindful on Social Media</p>	<p>Insurance Cover</p> <p>Minutes</p>
4	Parish Land loss of value	L	Maintenance of asset register	Asset Register
5	Playing Field personal injury and damage to fixture and fittings including Phone box and defibrillator	M	<p>Programme of inspection and repair.</p> <p>Insurance cover against loss or damage and public liability</p> <p>6 monthly inspections and report by independent qualified Inspector</p>	<p>Minutes</p> <p>Asset Register</p> <p>Policy</p> <p>Reports</p>

REVIEWED ON 6th April 2023