

FINANCIAL RISK ASSESSMENT

Name of Council:

BELTON PARISH COUNCIL INCORPORATING SANDTOFT AND BELTOFT

Date:

22 March 2022 review due May 2023

Risk Identified	Existing controls	Additional measures	Date of implantation of additional measures
The protection of assets owned by the Council	<ul style="list-style-type: none"> Up-to-date asset register Regular maintenance checks Insurance policy 	<ul style="list-style-type: none"> Annual review of level of insurance policy Budget provision for maintenance costs 	<p>March 2022</p> <p>December 2021</p>
Control of Financial Management	<ul style="list-style-type: none"> Adoption of Standing Orders and Financial Regulations Monthly/quarterly bank reconciliation's Presentation to Council of regular statements of receipts and payments and balances held Appointment of Internal Auditor All cheques to be signed by at least two members of the Council Schedule of accounts for payment authorised by a meeting of the Council All spending authorised within powers available to the Council Ensure Clerk has appropriate training if required 	<ul style="list-style-type: none"> Ensure most recent models are available from ERNLLCA Council to consider frequency of production Council to consider frequency of production Seek guidance from ERNLLCA Seek guidance from Regional Training Partnership 	<p>February 2022</p> <p>Ongoing</p> <p>Ongoing</p> <p>Due April 2022</p> <p>Monthly</p> <p>Monthly</p> <p>Ongoing</p>
Insurance provision	<ul style="list-style-type: none"> Public liability insurance policy in place Employee Fidelity insurance policy in place Employer liability insurance in place 	<ul style="list-style-type: none"> Council to consider level of insurance cover once per year 	<p>Due 1 April 2022</p> <p>Due 1 April 2022</p> <p>Due 1 April 2022</p>
HMRC	<ul style="list-style-type: none"> Council registered Returns made to Customs & Excise 		As specified by HMRC