

Section 1 Annual Governance Statement St Cleer Parish Council 2023/24 Explanations.

Box 2

The system for adequate internal controls was in place but we encountered significant administrative challenges, due to the resignation of the Clerk/RFO. This role was temporarily undertaken by a Councillor and later the employment of a Locum RFO in November 23.

This has led to some issues with internal controls, in the first half of the financial year.

We have now employed a new Clerk, who is experienced in accounting and finance. Under the leadership of the new Chair, the Finance committee has been re instated so that there is more oversight of the internal control system.

Box 4

The Council advertised the exercise of public rights in accordance with the requirements. However we were unable to produce paper documentation for inspection as the previous Clerk had kept everything digitally. We were able to send those who requested the Rialtas end of year financial report and all other documents required for the external audit but they were only in a digital format or available on the website.

This situation has now been rectified and all required documentation in paper format will be available for the 23-24 public rights.

Box 6

For the first half of the 23-24 financial year we did not maintain adequate and effective system of internal audit on the accounting records and control systems. However with the employment of a fully qualified locum RFO and later a new Clerk/RFO this situation was rectified.