

Fornham All Saints Parish Council  
**AGAR statement – May 2024**

The Council is very aware of a number of shortfalls and failings in its duties over the last financial year. There has been a time of major change in the team with a new Chair, the removal of a Clerk, the stepping in of a Locum Clerk to cover for a few months and the introduction and training of a new Clerk. We are aware that there is ongoing work to be done, to tighten up processes and update procedures, a lot of which has begun to be initiated within the period since the introduction of the new Clerk. Increased pressures from multiple ongoing planning applications and appeals have hindered this work, but it is very much on the agenda to sort in the new financial year.

2	Non consistent controls throughout the year	More consistent and from inception of new Clerk, through monthly bank reconciliations, regular monitoring of cashbook, against bank statements
3	Small gift payments made to villagers who have gone out of their way for the village	Will advise councillors that unfortunately there is no power to make such payments
4	Dates were not correctly adhered to	Establish timeline of important dates for submission and inspection periods
5	Operational and financial risks were not considered or documented fully throughout the year	Risk Management Strategy has been redrafted to be approved at a future meeting. Council to carry out a full review of all risk management documents and policies, including online banking
6	Non consistent controls throughout the year	As detailed in item 2 (above). SALC has been instructed to carry out internal audit and Council will action necessary recommendations
7	Council aware of previous failings	Council to work on rectifying issues that have been raised over the next financial year
9.	Council is aware that the last return was completed in 2022	Council is working to update records and make the necessary submissions

The AGAR Section 1 was originally approved by Council on the 21<sup>st</sup> May (minute reference 16:ii) but later amended under the internal auditor recommendation to make assertion for a no. This amendment was approved by council at the June meeting (minute reference 12:ii).