

**ANNUAL GOVERNANCE STATEMENT FOR WOOLPIT PARISH COUNCIL  
FOR 2019/20**

We acknowledge as the members of Woolpit Parish Council our responsibility for ensuring that there is a sound system of internal control, including the preparation of the accounting statements. We confirm, to the best of our knowledge and belief, with respect to the accounting statements for the ended 31 March 2020, that:

	Agreed yes	Agreed no	Yes means that this smaller authority:
1. We have put in place arrangements for effective financial management during the year, and for the preparation of accounting statements	Yes		Prepared its accounting statements in accordance with the Accounts and Audit Regulations
2. We maintained an adequate system of internal control, including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness	Yes		Made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge
3. We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and proper practices that could have a significant financial effect on the ability of this authority to conduct its business or on its finances	Yes		Has done only what it has a legal power to do and has complied with proper practices in doing so
4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations	Yes		During the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts
5. We carried out an assessment of the risks 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	Yes		Considered the financial and other risks it faces and has dealt with them properly
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control system	Yes		Arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of this smaller authority
7. We took appropriate action on all matter raised in reports from internal and external audit	Yes		Responded to matters brought to its attention by internal and external audit
8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this smaller authority and, where appropriate have included them in the accounting statements	Yes		Disclosed everything it should have about its business activity during the year including events taking place after the year-end if relevant
9. (for local council only) Trust funds including charitable, in our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.	Not applicable		Has met all of its responsibilities where it is a sole managing trustee of a local trust or trusts

This annual governance statement  
Is approved by this smaller authority on:

15 June 2020

And recorded as minute reference:

842-5

Signed by Chair at the meeting  
where approval is given:

*F J Gwyler*

Clerk:

**P A Fuller**