

## Section 1 – Annual Governance Statement 2020/21

We acknowledge as the members of:

### ST ERTH PARISH COUNCIL

our responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. We confirm, to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 31 March 2021, that:

	Agreed			'Yes' means that this authority:
	Yes	No*		
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.	✓			<i>prepared its accounting statements in accordance with the Accounts and Audit Regulations.</i>
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	✓			<i>made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.</i>
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 manage its finances.	✓			<i>has only done what it has the legal power to do and has complied with Proper Practices in doing so.</i>
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.	✓			<i>during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.</i>
5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	✓			<i>considered and documented the financial and other risks it faces and dealt with them properly.</i>
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.	✓			<i>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.</i>
7. We took appropriate action on all matters raised in reports from internal and external audit.	✓			<i>responded to matters brought to its attention by internal and external audit.</i>
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 authority and, where appropriate, have included them in the accounting statements.	✓			<i>disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.</i>
9. (For local councils 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.	Yes	No	N/A	<i>has met all of its responsibilities where, as a body corporate, it is a sole managing trustee of a local trust or trusts.</i>
		✓		

\*Please provide explanations to the external auditor on a separate sheet for each 'No' response and describe how the authority will address the weaknesses identified. These sheets must be published with the Annual Governance Statement.

This Annual Governance Statement was approved at a meeting of the authority on:

18/05/2021

and recorded as minute reference:

017/05/21-22f)

Signed by the Chairman and Clerk of the meeting where approval was given:

Chairman



Clerk



ENTER PUBLICLY AVAILABLE WEBSITE ADDRESS [www.sterth-pg.gov.uk](http://www.sterth-pg.gov.uk)



The Vestry Rooms  
25 Fore Street  
St Erth TR27 6HT  
Tel: 01736 757575  
Email: [clerk@sterth-pc.gov.uk](mailto:clerk@sterth-pc.gov.uk)  
Website: [www.sterth-pc.gov.uk](http://www.sterth-pc.gov.uk)

St Erth Parish Council – 18<sup>th</sup> May 2021

Section 1 – Annual Governance Statement 2020/21

Explanation of Statement 9 No response

Historically the Parish Council, under the previous Clerk, believed that they were not responsible for any Trust funds, and have always ticked no in good faith to Statement 9 of the AGAR.

It came to light on 28th April 2021, when the current Clerk (in post since 1<sup>st</sup> April 2020) collected a number of documents that were held by the Council's solicitors, which the solicitors had denied holding. Included in this paperwork was a Charity Commission Scheme dated May 1996 naming the Parish Council as the Trustee of the St Erth Playing Fields Association Charity and two conveyance documents regarding land held in the name of the Trustees of the SEPFA.

This information was discovered subsequent to the Internal Auditor completing his audit for the 2020-21 accounts, hence the reason he ticked Not applicable to Statement O. He has now been informed of this error on the part of the Council.

No money is charged for any of the facilities on the land that is in trust to the PFA and there has therefore been no income for the Charity. Going forward, the Parish Council will ensure that all matters relating to the Trust are dealt with separately from those of the Parish Council as a local authority, and that they discharge their accountability responsibilities as required.