

Section 1 - Annual Governance Statement 2023/24 - notes

The Conservators of Petersham Common

	Agreed			Comments
	Yes	No		
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.	X			
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	X			
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.	X			
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.		X		Notice of all meetings of the PCC are published in advance and minutes of all meetings are available for inspection thereafter. However Governance statements were not formally published on the website last year.
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.	X			
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems		X		Given the size and nature of activities undertaken by the Conservators, the Conservators do not believe it is practical nor necessary to maintain an effective system of internal audit.
7. We took appropriate action on all matters raised in reports from internal and external audit.	X			See Q6. The organisation is below the threshold for an 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 authority and, where appropriate, have included them in the accounting statements.	X			
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	
			X	