MOUNTNESSING VILLAGE COUNCIL INTERNAL STATEMENT OF CONTROLS
OCTOBER 2024

Statement of Internal Control

1. Scope and Responsibility
   Mountnessing Village Council is responsible for ensuring that its business is conducted in accordance with the law and proper standards, that public money is safeguarded and properly accounted for, and used economically, efficiently and effectively. The Village Council is responsible for ensuring that there is a sound system of internal control which includes the management of risk.

2. Purpose of the System of Internal Control
   The system of Internal Control is designed to manage risk and does not eliminate all risk of failure to achieve, policies, aims and objectiveness. The system of internal control is based on an on-going process designed to evaluate the likelihood of those risks being realised and the impact should they occur and to manage them effectively.

3. Internal Control Framework
   The system of Internal Control is based on a framework consisting of the Code of Conduct and internal regulations including financial regulations and procedures. It is further enhanced by the Village Clerk providing regular financial information to full council including:
   • Comprehensive budgeting systems projecting and evaluating
   • Monthly budget reports of expenditure against budget
   • Bank Statements
   • Checking payments are signed appropriately and a second signatory signing off payments to be made

4. Review of Effectiveness

The Council has responsibility, at least annually, to undertake a review of the effectiveness of the system of internal control.

• This is completed by the Councillor appointed with internal audit responsibility with the Parish Clerk/Responsible Financial Officer. This is currently Cllr Sue Hyde

• This is checked by the Internal Auditor (Heather Heelis and the External Auditor PKF)

• This information is available to any other Review Agencies

Agreed at Ordinary Meeting 14th October 2024