

Section 1 – Annual Governance Statement 2024/25

We acknowledge as the members of:

Haconby and Stainfield 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 period ended 31 March 2025, that:

	Agreed		'Yes' means 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	x		<i>prepared its accounting statements in accordance with the Accounts and Audit Regulations.</i>
2. We maintained an adequate system of internal control including measure designed to prevent and detect fraud and corruption and reviewed its effectiveness.	x		<i>made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.</i>
3. We look at 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	<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.		x	<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.	x		<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.	x		<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.	x		<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 transaction, occurring either during or after year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.	x		<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 of audit.	x		<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>

For any statement to which the response is 'no', an explanation must be published.

This Annual Governance Statement was approved at a meeting of the authority on: <i>14 May 2025</i>	Signed by the Chair and Clerk of the Meeting where approval was given:
And recorded as minute evidence: <i>5b</i>	Chair: <i>RA Dixon-Warren</i>
	Clerk: <i>W Gray</i>

Information required by the Transparency Code (not part of the Annual Governance Statement)

The authority website/webpage is up to date and the information required by the Transparency Code has been published. Yes No

Explanatory Notes:

Assertion 3: *SBA identified various breaches of statute during 2024/25 following a challenge in respect of the Council's 2024/25 AGAR in September 2025. We accept that we did not look at all reasonable steps to assure ourselves that there were no matters of actual or potential non-compliance with laws, regulations and Proper Practices. We are working to remediate these.*

Assertion 4: *The Council provided for the exercise of public rights for 30 working days 15 May to 27 June 2025 by publishing Section 1 and AGAR on the Parish noticeboard. It did not, however, publish this on its website as required, so the provision was incomplete. Hence the display on noticeboard and website from 9 March to 17 April 2026.*