

Suggested Provisional Asset Register for the Annual Returns and Insurance

The list is for both fixed assets and long term assets. The latter could be taken as an item likely to last at least 5 years.

<u>Item</u>	<u>Value</u>	
Swanbourne War Memorial	£25,800	(Insured for £25,841.97)
Mowers, strimmers etc.	3,000	
Other Outside Equipment	£2950	(Insured for £2954.56 MVAS etc.)
Street furniture (incl. notice board)	£2000	(Insured for £2011.40 Benches etc.)
3 Grit bins	£900	(Approx £300 each X 3 = £900)
3 dog waste bins	£1,100	(Cost new £370 incl. installation X 3 = £1110)
TOTAL	£35,750	

Notes:- At present, mowers and machinery and the bins are not covered by the Came and Co. Insurance but they were included in the Annual Return as a long term asset last year for £4020. Mowers, strimmers and other machinery depreciates with time so may have reduced in value by 20% since last year.

Annual Governance Statement

<div> <div>Agreed –</div> <div>Yes No</div> </div>		Yes means that the council	Annual Governance statement which needs to be approved in a PC meeting. Approval needs to be quoted and given a unique minute number.
1	We approved the accounting statements prepared in accordance with the requirements of the Accounts and Audit Regulations and proper practices.	prepared its accounting statements in the way prescribed by law.	
2	We maintained an adequate system of internal control, including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	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 the council to conduct its business or on its finances.	has only done what it has the 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.	during the year has given all persons interested the opportunity to inspect and ask questions about the council's accounts.	
5	We carried out an assessment of the risks facing the council and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	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 council accounting records and control systems.	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 the council.	
7	We took appropriate action on all matters raised in reports from internal and external audit.	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 the council and, where appropriate have included them in the accounting statements.	disclosed everything it should have about its business activity during the year including events taking place after the year-end if relevant.	
9	Trust funds (including charitable) – in our capacity as the sole managing trustee we discharged our responsibility in relation to the accountability for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.	has met all of its responsibilities where it is a sole managing trustee of a local trust or trusts.	