

Audit Finding / Governance Issue	Required Action	Responsible	Target Date	Status
AGAR Section 1 not formally approved in 2024/25	Retrospective approval of Annual Governance Statement (Section 1)	Full Council	June 2026	Completed (subject to approval)
AGAR Section 2 not formally approved in 2024/25	Retrospective approval of Accounting Statements (Section 2)	Full Council	June 2026	Completed (subject to approval)
Incorrect minutes approved for Annual Meeting 2025	Approve corrected minutes and ensure minute accuracy procedures	Full Council / Clerk	June 2026	Completed (subject to approval)
No Financial Risk Assessment completed in 2023/24 or 2024/25	Approve FRA 2025/26 and schedule annual review	Full Council	June 2026	In progress
ICO registration not published	Publish ICO certificate and registration number on website	Clerk	June 2026	Completed
Health & Safety Policy not adopted	Adopt and publish H&S Policy	Full Council / Clerk	June 2026	In progress
Minute numbering inconsistent	Confirm numbering system for 2026/27	Clerk	June 2026	Completed
Policies reviewed individually	Adopt approach of individual policy reviews	Full Council	June 2026	In progress
Repeated internal audit recommendations	Adopt Governance Improvement Action Plan and monitor quarterly	Full Council / Clerk	June 2026	In progress
Councillor training required	Source and arrange governance and statutory training	Clerk	July 2026	Not started
Need for improved policy review schedule	Create rolling 3-year policy review timetable	Clerk	July 2026	Not started

