

Section 1 – Annual Governance Statement 2025/26

We acknowledge as the members of:

Burton Leonard 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 year ended 31 March 2026, that:

	Agreed		Yes	No*	*Yes' means that 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.		☒			prepared its accounting statements in accordance with the Accounts and Audit Regulations.
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 have assured 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.	☒				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 gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.
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.		☒			considered and documented the financial and other risks it faces and dealt with them properly.
6. We maintained throughout the year an adequate and effective system of internal audit of the 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 this smaller authority.
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 this authority 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. (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		has met all of its responsibilities where as a body corporate it is a sole managing trustee of a local trust or trusts.
			☒		
10. We have put in place arrangements for the effective IT and data management in accordance with proper practices during the year under review.		☒			has made suitable arrangements for its IT and data management and has complied with proper practices in doing so.

*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:

09/09/2026

and recorded as minute reference:

6.e

Signed by the Chair and Clerk of the meeting where approval was given:

Chair

REDACTED

Clerk

REDACTED.

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

The authority website is up to date and the information required by the Transparency Code has been published.

Yes No
☐ ☒

<https://www.burtonleonardparishcouncil.org.uk>

Burton Leonard Parish Council

clerk@burtonleonard-pc.gov.uk

End of Year Accounts 2025/2026

Section 1 – Annual Governance Statement: Reasons for “No” Assertions

Please see below the reasons for the “No” responses recorded against the relevant assertions in Section 1 of the Annual Governance Statement for the 2025/2026 financial year.

Assertion 1

We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.

Response: No

The Parish Council experienced a period of employee sickness during the financial year, which affected the arrangements for financial management and the preparation of the accounting statements.

In preparing the 2025/2026 end-of-year accounts, bank statements for the financial year have been used as the primary source of financial information.

Assertion 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.

Response: No

The Notice of Public Rights for the 2025/2026 accounts has been set to commence on 14 September 2026 for a period of 30 working days.

However, the required period for the exercise of public rights, including the first 10 working days in July, was not provided in accordance with the requirements of the Accounts and Audit Regulations.

Assertion 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.

Response: No

There is no available evidence that a financial risk assessment was completed during the 2025/2026 financial year.

There is also no available evidence that the Parish Council’s asset register was reviewed or checked during the financial year.

Assertion 7

We took appropriate action on all matters raised in reports from internal and external auditors.

Response: No

The internal audit for the 2025/2026 financial year remains outstanding.

Although there is evidence that the 2024/2025 internal audit was considered and minuted at the Parish Council meeting held on 2 June 2025, there is no available

evidence that the matters or recommendations identified in the internal audit report were subsequently actioned.

Assertion 10

We have put in place arrangements for the effective IT and data management in accordance with proper practices during the year under review.

Response: No

There is insufficient evidence available to confirm that appropriate arrangements for effective IT and data management were in place and operating in accordance with proper practices during the 2025/2026 financial year.

Kind regards,

Jill Davis

Jill Davis
Locum Proper Officer
Burton Leonard Parish Council