

Subject	Risks Identified	Control of Risk	Risk Level	Review / Assessment Revise
Open Spaces	Damage / Vandalism	Regular inspections	M	Review Annually
	Accidents / Personal injury	Risk Assessments / Insurance	M	Review Annually
Play Area	Damage / Vandalism	Weekly inspections to Identify defects	H	ROSPA Check annually
Insurance	Inadequate cover	Discussions each year with the insurance company	L	Review Annually
Banking	Inadequate check, Bank mistakes	Financial Risk Assessments sets out requirements	L	Review risk assessments annually
	Properly authorised payments	Payment of Chqs signed by two councillors.	M	Reviewed Annually
Precept	Adequacy of Precept, Requirement not submitted to SSDC on time, amount not received on time	Prepare Budget on time	L	Review budget regularly
VAT	Incorrect claims	Internal auditor checks calculations	L	Review financial risk assessment annually
Street Furniture	Damage / Vandalism Injury to third party	All street furniture inspected regularly and repaired as required.	M	Inspect Weekly
Reserves	Adequacy of earmarked and general reserves	Agreed annually by Councillors	M	Review annually
Minutes, agendas, public notices	Inaccuracy	Minutes, agendas produced in prescribed method by the Clerk Agenda's posted on Notice boards and on Parish Web site, mins available on web site.	L	Review standing orders and administrative processes annually

