

Catcliffe Parish Council AGAR Section 1 'No' Explanations

Assertion 4 – While the conclusion of audit was displayed and uploaded to our website at the time, we were in transition of moving to a new website. All documents were on both websites up until December 2025. After the transition to the new website in January, we have been experiencing issues with some pages reverting back to an earlier saved version, so out of date information has reappeared and some documents have gone. This has been reported to the provider and we have a temporary workaround to delete documents, reupload them and they display again. Unfortunately the Notice of Conclusion of Audit became the latest victim of this. Screenshots were sent to the internal auditor showing the behind the scenes screen of the website with the documents uploaded, but as they were not showing publicly at the time of our audit, all we could do was delete and reupload and report again to our web provider, and accept that as the internal auditor couldn't see them at the time then we need to go with her judgement and say that we did not display the Notice of Conclusion of Audit correctly at the time, as we have no other evidence of it being on visible from 30th September 2025. We will be reviewing the website contract this year, and will also take screenshots of evidence when the documents are uploaded in case evidence is needed again.

Assertion 10 – Although some steps have been taken towards meeting the requirements of this such as moving to a compliant website, staffing issues left us out of time to get the IT policy in place and update our pre-existing data audit. These will be addressed this year.