

Abingdon-on-Thames Town Council

Council Meeting

29 June 2022

Agenda item 12: Report of the Deputy Town Clerk / RFO

Annual Governance Statement 2021/22

Purpose of this report

- Presentation of the Annual Governance Statement for approval.

Introduction

Under the Accounts and Audit Regulations the Council is required to approve its annual return for the previous financial year, by 30 June. Section 1 of the Annual Return (AGAR) is the Annual Governance Statement (see **Appendix A**).

The Annual Governance Statement must be completed and approved by the members before the approval of section 2 of the Annual Return. This approval cannot be delegated by the Council to any other sub-group and must be approved at an in-person meeting by the Council.

How the Council ensures there is a sound system of internal control

The RFO is responsible for ensuring that adequate controls are in place throughout the year to provide assurance that the above considerations are met. The controls in place include budgetary reports, monthly bank reconciliations and segregation of duties. The conclusion of the internal auditor was that these controls remained in place and worked effectively through the year¹. This is documented on page 3 of the AGAR (next agenda item).

Decisions

It is **recommended** that the Council answer Yes to questions 1 to 8 (question 9 is not applicable to this Council) and that the Statement is **approved** and signed by the Chair and Town Clerk. This shall require a proposer, seconder and a vote.

Susan Whipp
Deputy Town Clerk/ Responsible Financial Officer
23 June 2022

¹ Internal Audit Report presented to FGAM Committee meeting 21 June 2022