

South Lopham Parish Council Risk Management Policy 2017-18

- Pursuant to section 27 of the Localism Act 2011 the Council adopted a new Code of Conduct on 12/07/2012. The council adheres to the Breckland District Council Model Code of Conduct for Parish Councils.
- The Council adopted on 08/09/2011 the Model Publication Scheme of the Freedom of Information Act from the ICO.
- The Council adopted new Financial Regulations on 13/09/2012 and new Standing Orders on 13/03/2014.
- The council has an Insurance Policy with Aon.
- All councillors sign a declaration of acceptance of office.
- All councillors complete a notice of financial and other interests on acceptance of their position.
- All meetings are open to the public, minutes are taken and those minutes displayed for public viewing.
- At each meeting the minutes are proposed and seconded as being accurate before signing.
- The agenda for each meeting offers the opportunity for council members to declare an interest in any agenda item.
- The agenda for each meeting includes an accounts item where the bank balances are presented for scrutiny.
- The annual budget for the setting of the precept is presented for acceptance, proposed and seconded.
- All invoices are proposed and seconded for payment.
- All cheques have two signatories.
- The accounts are made available for general inspection annually.
- An internal auditor is appointed to inspect the accounts annually.
- The accounts are scrutinised annually by the Audit Commission.
- The council has a website where information is published which complies with the new legislation on transparency.
- The Annual Parish Meeting is open to members of the public/parish.