

Section 1 – Annual Governance Statement 2025/26

We acknowledge as the members of:

East Keswick 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' 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.	✓		<i>prepared its accounting statements in accordance with the Accounts and Audit Regulations.</i>
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	✓		<i>made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.</i>
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.		✓	<i>has only done what it has the legal power to do and has complied with Proper Practices in doing so.</i>
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.		✓	<i>during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.</i>
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.	✓		<i>considered and documented the financial and other risks it faces and dealt with them properly.</i>
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.	✓		<i>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.</i>
7. We took appropriate action on all matters raised in reports from internal and external audit.	✓		<i>responded to matters brought to its attention by internal and external audit.</i>
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.	✓		<i>disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.</i>
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
			✓
10. We have put in place arrangements for the effective IT and data management in accordance with proper practices during the year under review.	✓		<i>has made suitable arrangements for its IT and data management and has complied with proper practices in doing so.</i>

***Please provide explanations to the external auditor on a separate sheet for each 'No' response and describe how the authority will address the weaknesses identified. These sheets must be published with the Annual Governance Statement.**

This Annual Governance Statement was approved at a meeting of the authority on:

19/05/2026

and recorded as minute reference:

2605/10.3

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

Chair



Clerk



East Keswick Parish Council

Appendix 1: Explanations for No responses on the Annual Governance Statement

Section 1 pt.3

We have entered No because we have not done VAT returns for the year.

We are still awaiting re-registration for VAT from HMRC. Since the 2024-25 audit we have been trying to confirm the registration details and find out when the last VAT accounting was done, so that we know where to start from.

We have spoken to HMRC a number of times and managed to cancel the existing registration that was used by a former contractor and unable to be accessed. Further to that we were instructed to write to the VAT department at HMRC, as this cannot be done over the phone or online for Parish Councils.

We have written to request for new registration and a statement of accounts that would show when the last returns were filed and what money was claimed. Their reply was to send us instructions of how to select the correct symbols for a viable password. We have since written again and re-asserted our request for a new registration and statement of accounts. Apart from being unable to complete a VAT return we believe we are in compliance with all laws, regulations and Proper Practices through our updated Financial Regulations and the subsequent internal controls we have implemented.

Section 1 pt.4

We have entered No as instructed because, whilst we had completed the accounts and had them available for review during the period of public rights, they hadn't been formally signed until the Parish Council meeting during the public rights period.

This was an oversight on my part as a new RFO, as I was unaware of the strict process required. We have attended to that this year and made sure that the documents will be approved in full before the public rights period commences.