**Leafield Parish Council**

**AGAR Return for 2019-20**

**Explanation for ‘no’ response on Section 1 – Annual Governance Statement 2019/20**

The Council submitted a ‘no’ response to item 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’.

This response reflects the ‘no’ response to item C on the Annual Internal Audit Report 2019/20. Our internal auditor submitted this response because the Risk Assessment had not been reviewed during the financial year. This was because the updated Risk Assessment was on the agenda for review at the council meeting on 11th March 2020 but the meeting was subsequently postponed due to illness. The Council planned to reconvene later in the month and prior to the end of the financial year. However, owing to Covid-19 restrictions later in March and recommendations from the local county association, a very short meeting with social distancing was convened on 23rd March which only included the delegation of Council decisions to the Clerk.

Following further advice and a change in legislation concerning Council meetings, Leafield Parish Council were able to meet via video conference on 8th April 2020 and the risk assessment was reviewed and approved at this meeting. The minutes can be viewed at [www.leafieldparishcouncil.org](http://www.leafieldparishcouncil.org)/parish-council-minutes/minutes-2020/. Unfortunately this was after the end of the financial year which prompted the response from the internal auditor.

It is Leafield Parish Council’s intention to review the Risk Assessment and other statutory documentation at the meeting to be held in February 2021, and thereafter in February of each year, to ensure that a review is completed each financial year.

Sharon Henley

Clerk/RFO to Leafield Parish Council

20/05/20