

Date	Payee	Description	Purchase price	Location	review
11/03/1977	Woollens & Harwood	Inner Bin	£ 1.99		
28/03/1977	RDC	Litter Bin	£ 5.50	near notice board	
11/12/1979	W Harding & Son	Notice Board	£ 90.39		
19/01/1993	RDC	Litter Bins	£ 135.00		
03/01/1998	NYPA	Street signs	£ 28.00		
26/11/1998	Deans Garden Centre	replacement bench	£ 282.70		
22/07/2001	NYPA	Neighbourhood Watch sign	£ 7.00		
08/11/2007	Glasdon UK	2 Dog waste and 3 litter bins	£ 1,071.02		
03/12/2007	Glasdon UK	Wall mounted litter bin	£ 110.36		
24/12/2010	Cyril Doherty	Parish notice board	£ 108.50		
27/11/2012	NYCC	Salt Bins x2	£ 100.00		
25/11/2012	RDC	Salt bin FOC			
	Fixed Asset value		£ 1,940.46		

Key Risk facing Council		
Assets;	Potential consequence should risk occur	Measure taken
Bench	The need to make good damage	Insurance cover, annual review of insurance cover, internal audit assurance
Bench	Deterioration to asset with accompanying cost to the Council	Regularly check with repairs to be undertaken if necessary
2 Dog waste bins	The need to make good damage	Insurance cover, annual review of insurance cover, internal audit assurance
3 litter bins	The need to make good damage	Insurance cover, annual review of insurance cover, internal audit assurance
Wall mounted litter bin	The need to make good damage	Insurance cover, annual review of insurance cover, internal audit assurance
Parish Notice Board	The need to make good damage	Insurance cover, annual review of insurance cover, internal audit assurance
Parish Notice Board	Deterioration to asset with accompanying cost to the Council	Regularly check with repairs to be undertaken if necessary
Salt Bins	The need to make good damage	Insurance cover, annual review of insurance cover, internal audit assurance
The Council's Finances		
Financial prudence and probity	Damage to the Council reputation, potential undermining of local democracy. Financial loss	Ensuring the adequacy of the annual precept within sound budgetary arrangements. Regular budgetary monitoring statements. Regular scrutiny of financial records by Councillors audit and proper arrangements for the approval of cheque payments. Recording in the minutes the precise powers under which the payments are being approved. Regular and accurate returns to HMRC re income tax, NI, and VAT. Internal audit assurance
Fraudulent activity	Financial loss, damage to council reputation. Potential undermining of local democracy	Two councillor signatory to each cheque, to cheque figures in the invoice to figures and words on the cheque. Ensure bank mandates are up to date and current. Initial invoices. Council to ratify payments issued before ordinary meetings and authorise payments presented to the Ordinary meeting. Councillor audit to check invoices against cash book and minutes. Keep proper records in accordance with statutory requirements and follow financial regulations. Internal audit assurance
Inaccuracy of records	Financial loss, damage to council reputation. Potential undermining of local democracy. Disruption to administrative routine	Ensure 2 Councillor signatories to each cheque and check figures match invoice, cheque request and figures and word correlate on the cheque Councillor audit to check invoices against cash book for accuracy re payments
Money missing/unaccounted for	Financial loss, damage to council reputation. Potential undermining of local democracy.	Keep proper records in accordance with statutory requirements and follow Financial Regulations Insurance cover. Annual review of insurance cover to ensure adequacy. Internal audit assurance
Councillors, employees and members of the public		

Key Risk facing Council		
Assets;	Potential consequence should risk occur	Measure taken
Probity of councillors	Potential damage to council and councillors' reputation	Remind councillors at each meeting of the need to consider each agenda item and decide whether to declare an interest. Remind councillors at each meeting that they need to review their entry in the Statutory Register of Members Financial and Other Interests and to provide to the Monitoring Officer within 28 days of receiving any gift or hospitality over the value of £25.00 of the nature of the gift or hospitality
Negligence, accidental error or omission	Potential claim against the Council	Insurance cover - employers liability and officials indemnity and public liability. Internal Audit assurance
Libel and slander	Potential claim against the Council, councillors or clerk	Insurance cover and Internal Audit assurance
Accident to Councillors, council staff and council volunteers		Personal accident insurance cover reviewed annually. Internal Audit assistance
Attendance at ordinary meetings by councillors, press and public	Potential claim against council	Although it is understood that the Council meeting activity is governed by the Village Hall Health and Safety policy and insurance there is still a duty of care to ensure that the possibility of harm is recognised. Ensure lighting to the meeting room is adequate to ensure possible hazards can be recognised. Ensure that limited movement of furniture takes place and that furniture is not removed into access areas