IA Action list			
Clerks expenses	The clerk has incurred significant expenses on her own card that can wait two months to be reimbursed.	The council could look at the Lloyds multipay card that can be linked to the Unity Trust account	The forms will be brought to next meeting
Grant application	The grant application form and policy are not published on the council website	A grant form such as this should be adopted and used from now on.	This is on the site but will be made more prominant
Standing Orders	Standing Orders, Financial regulations, risk assessment and asset register were approved 1n 2025 but are not on the website	Standing Orders, Financial regulations, risk assessment and asset register were approved 1n 2025 but are not on the website Please ensure that all web published documents are the current versions.	They are on the website – but will make them more visible
Internal auditor appointment	It is good practice to minute who the internal auditor is each year.	A review of independence and competence f the current appointee should be carried out annually.	This is on the agenda
Risk assessment	The document on the website does not appear to be the most recently approved.	Please ensure that the risk assessment is reviewed and approved every year.	At AGM
Review of internal control	Members are responsible for reviewing internal controls throughout the year.	A policy such as this should be adopted and applied each year.	AGM
Clerks salary	When the clerk received the NJC award, no clear minute of terms was made	It is good practice to clearly minute employee terms – including pension – annually.	Details will be added to the minutes
LGPS contributions	The council has been paying in to the LGPS but the clerks scheme does not appear to be properly	This should be closely monitored by the council until all funds are allocated to the correct LGPS	I have asked for clarity as we are In correct scheme.

	linked.	section.	
Periodic Bank reconciliations were carried out during the year	Lloyds Bank The council is currently unable to receive or print statements on the Lloyds accounts which are being closed.	Screenshots were validated, but the accounts should be closed without delay and all funds moved to	Lloyds to be closed.
DPI forms	The contact information held by the monitoring officer is not current.	Please ensure that all information published by the Monitoring Officer is correct.	New forms for this year at AGM
Assertion 10	Digital and Data Compliance requirements	The council has engaged with these changes and was largely in compliance by the year end. A data audit should be carried out and minuted each year	This will be done