

### Risk Management Policy

Barlow Parish Council is serious about its attitude to risk. To manage risk and demonstrate accountability, it utilises the following policies, processes, procedures and documentation:

- Financial Regulations – reviewed annually
- Standing Orders – reviewed annually
- Complaints Procedure – reviewed at least every 4 years
- Code of Conduct (Standards Board)
- Register of Interests – see form following
- Internally and externally audited accounts
- Cash Book
- Monthly budget updates available to all Councillors and the public
- Monthly bank reconciliations available to all Councillors and the public
- Health & safety risk assessment on our property – updated every two years and when circumstances change, and maintained by regular monthly inspection – see form following
- Insurance covering public liability, employers liability, money and fidelity guarantee insurance for the playing fields and playground – reviewed every year and when circumstances change
- Employment procedures.

To ensure Councillors are aware of their obligations, all have copies of key documentation including Standing Orders & Financial Regulations, Risk Assessment, Code of Conduct and Minutes.

Signed  
Responsible Financial Officer

Signed  
Chairman

It has been checked and approved by the Internal Auditor:

Signed