

Explanation of a NO response to Assertion 4 in the Annual Governance Statement 2024/25

Regulation 12 - 15 of the Accounts and Audit Regulations 2015 requires that the Annual Governance and Accountability Return must be approved prior to the Notice of the Exercise of Public Rights being published.

During the previous reporting period 2023-2024, the proposed dates for the Exercise of Public Rights were from 10th June 2024 to 19th July 2024 and were due to be approved at the meeting on 13th May 2024. However, due to unforeseen health issues which resulted in hospitalisation, the Clerk/ RFO was unable to attend the scheduled meeting. Consequently, the council was informed that the dates needed to be approved at that meeting to comply with the Annual Governance and Accountability requirements. Unfortunately, this procedure was not followed, and the dates were not approved at that time.

The draft minutes from the meeting were forwarded to the Clerk/RFO and typed up once she was well enough. However, this occurred after the start date of the Exercise of Public Rights, leading to the oversight of the unapproved dates.

The dates for the Exercise of Public Rights were therefore retrospectively approved at the next full meeting of the council held on 17th June 2024, despite the dates having already been published.

In summary, the failure to approve the dates for the Exercise of Public Rights at the appropriate meeting was due to unforeseen circumstances affecting the health of the Clerk/RFO. The council took corrective action by retrospectively approving the dates to best ensure compliance with the statutory requirements.