

Risk Management Policy

Area of Risk	Financial or Physical Risk?	Controls to eliminate, reduce or minimise the risks.
Clerk and Councillors are unaware of their respective roles and responsibilities	Both Both Financial	Annual Audit. Code of conduct. Annual Insurance policy
Unforeseen expenditure	Financial	Careful budgeting and sufficient reserves
Unlawful Spending of public funds	Financial	RFO reports to each Parish council meeting with evidence of expenditure and income as per the Financial Regulations Policy
Safety of Councillors & Clerk	Physical Financial	At Site meetings all councillors to adhere to any safety requests from site managers. Insurance policy to cover accidents
That Parish Council assets should not cause harm in lawful use and are kept in good condition.	Physical Financial	Monthly safety check as per items in the asset register and faults reported and rectified as soon as practical. Insurance Policy
Parish Council Records	Physical	PC backed up. Historical records in Glos County archives. Current records and policies on web site.
Public injury on Parish Council Premises (Allotments)	Physical Financial	Agreement contains "no liability" clause; Clerk checks for visual damage Insurance Policy