

## **Fownhope Parish Council: Managing the Performance of the Council as a Corporate Body:**

- The Parish Council has developed a 5-year Forward Plan with associated action plan and budget forecast. The Forward Plan will be reviewed on a quarterly basis by a specific working group and on an annual basis by full council and communicated to the community.
- The Parish Council hold an annual Strategy Meeting for all Councillors and the Clerk, and will use this meeting to consider the progress of the Forward Plan, and to consider other areas of training and strategy for the council. Any proposals considered are subsequently discussed and agreed at a meeting of full council.
- The Parish Council Working Group for Finance meet on a quarterly basis, to prepare and review a 3-year budget, assess risk and asset registers, monitor compliance with financial regulations and standing orders, ensure adequate insurance provision and to undertake the annual audit.
- In addition to the annual audit, the Parish Council carried out an interim audit at 6 months between 2018 and 2022. In December 2022, it was resolved to discontinue the interim six-monthly audit and revert back to an annual audit. This was for two reasons: 1) there had been no areas for improvement identified in the previous audits and; 2) the cost was assessed to ensure the council continues to deliver value for money and was deemed no longer appropriate. Council will reinstate the interim audit should it prove necessary in the future.
- The Parish Council provide training for council members and the Clerk, and the Clerk works to achieve a minimum of 12 CPD points per year.
- The Parish Council build and maintain relationships with partners to ensure the delivery of the Forward Plan.
- The Clerk writes a monthly report for the Parish Magazine and regular newsletters (sent via Mailchimp) to communicate the Council's actions, successes and call to actions.
- The Clerk will carry out a regular assessment of newsletter and website metrics.