

Clerk's Report for Finance and Resources 18th November 2025

Internal Audit

The internal audit visit was conducted on 30th October. The report, and list of actions, is available for councillors to view at this meeting, and will be on the full council agenda on 25th November.

Assertion 10 on the Annual Governance and Accountability Return (AGAR) for 2025/26.

The clerk and assistant clerk attended some online training recently, overviewing the changes in the AGAR for 2025/26.

The precise wording of assertion 10 is not yet available, but it will cover:

- Every authority must have a generic email hosted on an authority domain. This requires no changes.
- All websites must meet the Web Content Accessibility Guidelines 2.2AA and the Public Sector Bodies (website and mobile applications)(no 2) Accessibility Regulations 2018. Officers have been liaising with the town council IT provider to discuss ways to improve the current website. This is ongoing.
- All websites must include: published documentation as specified in the Freedom of Information Act 2000 and the Transparency Code for smaller authorities. There is a raft of information on the town council website. Officers are discussing the presentation of this information in a more straightforward manner, with the town council IT provider.
- All councils (including parish meetings) must process personal data with care and in line with the principles of data protection. It is probable that some policies will require reviewing, and also an audit of the data held by the town council.
- All councils must have an IT policy. The town council does have a policy, adopted last year, which will need to be reviewed.

The clerk will format an action plan, to ensure that various areas are addressed.

Somerset Association of Local Councils (SALC) grant funding.

The SALC grant funding of £2000 for youth group enrichment sessions has been approved, and the paperwork has been completed in order to receive the funds. The clerk met with the Youth Worker Team Leader on 22nd October to discuss the final budget and to look at the finer details of providing the sessions. The December session is advertised in the December Dove, and there is a poster to be displayed on the website, social media, and noticeboards. The youth workers will liaise with local schools to promote the sessions.

END OF REPORT.