

Statement on Managing the Performance of the Council as a Corporate Body

Sandgate Parish Council operates under a committee system with each committee having clear delegated terms of reference which are reviewed annually to ensure that the Council:

- Meets its statutory responsibilities
- Complies with local policies
- Delivers local strategic and operational aims and objectives
- Manages its risks and has good systems of internal control
- Provides good financial management and value for money
- Is open, fair and transparent
- Responds to local needs

Council services are generally delivered in house by Council officers headed by a Parish Clerk, and a Deputy Clerk/Responsible Financial Officer.

All staff have contracts of employment and clear job descriptions.

Sandgate Parish Council operates under rules set out in Legislation including Standing Orders and Financial Regulations.

On a regular basis the Resources Committee which includes the Chairman of the Parish Council, check the bank reconciliations produced by the RFO. The chairman of the committee signs the reconciliations as evidence of verification.

The Council employs an internal auditor who checks the soundness of internal control annually. Overall performance of the Parish Council is reported in the Annual Report which is published online and is available in paper copy at the Parish Office and other locations of the parish.

SPC 18th May 2026