

# Cyngor Cymuned Llangelynnin Community Council

## Risk Assessment Register – 2026-27

	<b>Identify Risk</b>	<b>High/Med/Low Risk</b>	<b>Maintaining “low” risk</b>
<b>Precept</b>	Set too low/high	<b>Low</b>	Regular review of budgetary control carried out
<b>VAT</b>	Incorrect VAT recorded/ Admin errors	<b>Low</b>	Use Gov.uk VAT 126 online Review and approve annually
<b>Budget</b>	Over-spend / Under spend	<b>Low</b>	Budgetary Control Reports reviewed quarterly
<b>Clerk’s Wages &amp; Expenses</b>	Admin errors	<b>Low</b>	Use HMRC software
<b>Play Park</b>	Risk of Accidents to third party	<b>Medium</b>	Monthly checks and annual ROSPA inspection
<b>Bus Shelters</b>	Risk of Accidents to third party	<b>Low</b>	Checked every 3 months
<b>Benches</b>	Risk of Accidents to third party	<b>Low</b>	Checked every 3 months
<b>Minutes</b>	Admin errors	<b>Low</b>	Reviewed/approved and signed monthly
<b>Code of Conduct</b>	Unacceptable behaviour	<b>Low</b>	Code of Conduct adopted
<b>Payments</b>	Fraud	<b>Low</b>	Minimum of 3 signatures
<b>Insurance Cover Asset Register Risk Assessment Register Standing Orders Financial Regulations</b>			<b>Reviewed Annually - May Reviewed Annually - March Reviewed Annually - May Reviewed Annually – Nov Reviewed Annually - Nov</b>

**Signed:** *R G Edwards*    **Chair**

**Date:** 13<sup>th</sup> May 2026

**REVIEW DATE MAY 2027**