

Nedging with Naughton Parish Council

Electronic Payment Risk Assessment 2022

Subject	Risk(s) identified	High, Medium or Low	Management/control of risk	Review assess revise
Electronic payments	<p>Incorrect payment or electronic amount made</p> <p>No monitor on actual electronic payment</p> <p>Payments made without council approval</p>		<p>Checking of amount before final submission for payment.</p> <p><b><i>This depends on what system your bank uses</i></b></p> <p>All BACS payments are approved by council prior to the payment being made. A record of every electronic payment is signed off by two councillors at a council meeting, and the clerk will print off every electronic payment confirmation and attach it to the corresponding invoice for audit purposes.</p>	<p><b>Review Annually</b></p>

Reviewed 11/07/23

Reviewed 09/07/24