

**Derwent & Hope Woodlands Parish Risk Register for Year Commencing 1 April 2022  
Revised August 2022**

Category		Date risk logged	Likelihood of occurring	Impact	Priority for action	Person responsible	Date of next review
<b>Governance</b>	<b>Not enough people prepared to be councillors</b>	2017	Medium	Non-representative PC	Encourage people to get involved; Keep parishioners aware of PC activity	All cllrs Clerk	When opportunities arise/replacement required
<b>Financial</b>	<b>Cash Flow</b> Insufficient funds to cover expenditure	2012	low	Inability to cover essential costs	Keep reserves between 25% and 100% of the precept	RFO with all cllrs	Dec 2022
	<b>Income</b> Low income from hire of St Henry's;	2012	High	Medium	Publicise opportunity to rent hall online; Seek organisations & activities to rent the hall;	All cllrs	Dec 2022 Review of costs of hire May 2020
	HPBC grant (£561 in 2016-17) vulnerable to reduction/removal;	2022	Low	High		RFO	
	<b>Expenditure</b> Small Business Rate Relief @ 100% - vulnerable to loss  Internal maintenance of the hall  Energy costs	2012   2022	Low  Low – decorated August 2021  High	Medium  Low  Medium – energy costs (~£350 pa)	Keep costs down  Regular review  3-yr energy contract ends Jan 2023. Consider	RFO with all cllrs  All cllrs  All cllrs	Dec 2022   Aug 2022

	New website	2022	Low – no complaints received about inaccessibility of website	likely to double at least High, as would need to consider replacing website	renewing now before prices rise further. Website not fully accessible and not upgradable; if complaints would need to replace website at cost of £1500 – see below.	Cllr Middleton, with all cllrs	Dec 2022
	<b>Liability</b> Parish Council to hold the contract for the Community Broadband project - liable for shortfall in value of vouchers below cost of project	Jan 2022	Low – scheme costs are £52,000; value of vouchers pledged is £84,000	High	Ensure that community pledges for vouchers and confirms pledges when required	RFO with all cllrs	At each Parish Council meeting
	<b>High Reserves</b> Currently x 2 expenditure and x7 the precept	2015	Medium	Low	Regular review  Annual consideration of the precept	RFO with all cllrs	Dec 2022
<b>Operational</b>	<b>Covid pandemic</b> causing long term closure of St Henry's	2020	Medium, now that vaccination has been rolled out and we are all learning to live with Covid	High	Risk assessment undertaken; hall can be used with appropriate hygiene and health measures	RFO with all cllrs	At each Parish Council meeting
	<b>NT use of hall as office</b>	2017	Low	Medium	None at present as NT not actively pursuing such use	Clerk/Chair All cllrs	When NT approaches Parish Council
	<b>Aging gas boiler likely to need replacement</b>	2015	Low	Medium	2015 quoted cost of replacement of	All cllrs	annually

					£1,830.92 (excl. VAT)		
<b>External</b>	<b>Claims against the Council</b> Risk of insurance or other claims against the council	2012	Low	Medium	Continue insurance cover; seek advice as a member of DALC	RFO	Dec 2022
<b>Compliance with Law/ Regulation</b>	<b>GDPR</b> Failure to follow regulations; potential challenge	2017	Low	Low	seek advice when necessary as a member of DALC  Insurance cover Registered with ICO	All cllrs  RFO	Dec 2022
	<b>Annual Return</b> No audit required if turnover less than £25,000; potential challenge	2016	Low	Medium	Independent audit of annual governance and accountability return	RFO	Dec 2022
	<b>Website</b> - built with 2016 stylesheet	2022	Low – no complaints received to date	Medium – due to financial risk	Current stylesheet cannot be upgraded. It is easily readable, clear and uncluttered. If we receive comments, we would need to consider replacement at a cost of £1500.	Cllr Middleton	Dec 2022