

**AYLESFORD PARISH COUNCIL  
FINANCE ADVISORY SUBCOMMITTEE**

**TUESDAY 27 MAY 2014 –  
Commenced 8.10pm**

**MINUTES**

**Present:** Cllrs Mrs Gadd (Chairman), Balcombe, Base, Elvy, Gledhill, Winnett, Wright

**In attendance:** Mrs Collier, Deputy Clerk

**Apologies:** Cllrs Ambrose, Tiller, Ms Hurley, Homewood, Mrs Brooks, Fielder

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**1. Apologies** - Noted.

**2. Donation requests**

St Peters C of E Primary School – Request for donation towards £2500 for basic trim trail equipment in Coronation Gardens.

Cllrs Balcombe (£100), Mrs Gadd (£100) and Base (£50) **agreed to** contribute from their microgrants. £250 **Agreed.** **Clerk**

**3. Hall Grants**

Tunbury Hall - Minute extract from P&R 6 May 2014.

*It has been clarified with the Hall management that the pump which required replacing services both the hall and the changing rooms but would not be required if the changing rooms were not there (changing rooms are sited on a different level).*

*The Hall has a 2014/15 grant of £2000 plus roll over from 2013/14 of £244.70. Their waste disposal costs are paid monthly from their grant - £50 per month = £600. This leaves £1644.70 available. There has also traditionally been an additional payment of £500 per year to the Hall to cover general/minor maintenance of the changing rooms.*

*It was proposed by Cllr Mrs Gadd, seconded Cllr Elvy, that the £500 payment no longer be paid automatically. Any maintenance issues and costs for the changing rooms to be reported to the Clerk by the Hall Management Committee and the Parish Council will then agree and take responsibility for them.* **Agreed**

*It was proposed by Cllr Mrs Gadd, seconded Cllr Elvy, that the Parish Council meet 50% of the new pump charge - £2291 - £1145.50. The remaining £1145.50 will be paid from the*

*Tunbury Hall grant, leaving them approximately £500 for the remainder of 2014/15.*

*Clerk to advise Tunbury Hall Management Committee of arrangement.*

**Agreed  
Clerk**

All aspects of this have been completed.

**4. Micro Grants – See 2. Above.**

**5. End of 2013/14 Year Report**

5.1 - P&R on 3 June 2014 was authorised by Council on 20 May 2014 to agree end of year figures to be published and sent to Auditor. Noted.

5.2 - Internal Audit visit – 15 May 2014. Annual Audit was signed off. Awaiting audit report but it is anticipated there will be no significant recommendations.

**6. Banking Arrangements**

Clerk report on on-line banking arrangements proposed. To be submitted to next meeting.

**7. Matters arising from P&R 6 May and Council 20 May 2014**

There were no matters for report or action.

**8. Authorisation of Personal Credit Card Transactions for Council Business**

Janet Collier – Padlocks (Henry Squires) - £118.04. Noted and **agreed.**

**9. Any Other Business/Correspondence – There was no further business.**

There being no further business, meeting closed at 8.15pm.