

**AYLESFORD PARISH COUNCIL
FINANCE ADVISORY SUBCOMMITTEE**

**TUESDAY 22 APRIL 2014 – 8.00pm
MINUTES**

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Present: Cllrs Mrs Gadd (Chairman), Ambrose, Balcombe, Base, Elvy, Mrs Gadd, Gledhill, Tiller, Smith, Winnett, Wright

In attendance: Mr Harris, Clerk Mrs Collier, Deputy Clerk
Mr Fielder observing

Apologies: Cllrs Mrs Brooks, Ms Hurley

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1. Apologies - Noted.

2. Donation requests

2.1 – The Heart of Kent Hospice - £120 **agreed.**

Clerk

2.2 – Memorial Garden, Royal British Legion Village – Detailed plans and requests for donations towards specific items in the new Memorial Garden were considered. It was **agreed** to donate a sum of £6000 and the Clerk was asked to contact the RBL with a view to this amount being used to relocate the memorial plaques. Enquiry also to be made if an acknowledgement of the Parish Council’s donation would appear on the wall itself.

Clerk

3. Hall Grants

Tunbury Hall – Request for 2014/15 grant to be applied to financing replacement sewage pump - £2291. Whilst **agreed** in principle, this amount will exceed the £2000 plus roll over grant currently allocated for particularly when taking into account their waste disposal costs of approximately £50 per month which have always been paid from their grant. There is a query as to whether Tunbury Hall are solely responsible for the sewage pumps which also service The Parish Council’s changing rooms situated at the Hall. To be clarified with the Tunbury Hall Committee before final agreement to payment.

Clerk

4. Micro Grants

4.1 – Cllr Rillie – Easisites – Aylesford Flood information - £75 – **Agreed.**

Clerk

5. Financial Comparison/Allocations Summary/Latest Income Report – to date.

End of 2013/14 Year Report – Distributed to all Members and attached at **Appendix A** to the bound copy of these minutes. Noted.

Internal Audit visit – 15 May 2014. Noted.

6. Financial Risk Assessment

Distributed to all Members to review and agree. The Clerk stated that this FRA would be reviewed again when the appropriate system is put in place to allow for on line banking and invoice payments. Based on this the FRA attached at **Appendix B** to the bound copy of these minutes was **agreed** for recommendation to P&R and then Full Council in May 2014.

6. Banking Arrangements

Fixed Rate Deposit no. 4 - £470,000 has matured and transferred to Business Reserve Account (£6583.22 interest). A Direct Online Reserve Account is being set up with an interest rate of 0.5% to which the £470,000 will be transferred. Clerk will report back to a future meeting on long term options including the introduction of online banking.

7. Matters arising from P&R 1 April and Council 15 April 2014 - No report to this meeting.

8. Authorisation of Personal Credit Card Transactions for Council Business –No report to this meeting.

9. Any Other Business/Correspondence – No report to this meeting.

There being no further business, meeting closed at 8.30pm.