

AYLESFORD PARISH COUNCIL

FINANCE ADVISORY SUB COMMITTEE

TUESDAY 28 FEBRUARY 2017

Commenced 8.30pm

MINUTES

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Present: Cllrs Shelley (Chairman), Balcombe, Base, Mrs Brooks, Elvy, Mrs Gadd, Gledhill, Homewood, Jones, Rillie, Smith, Walker, Winnett, Wright

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

Apologies: Cllrs Ms Dorrington, Mrs Phibbs, Winnett

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1. Apologies

Apologies and the reasons for them were noted and accepted as follows:

Cllrs Ms Dorrington (holiday); Mrs Phibbs (unwell); Winnett (holiday).

2. Declarations of Interests

There were no declarations additional to those contained in the Register of Members Interests.

3. Section 137 Donation requests

Kent Air Ambulance - £250 donation request. Agreed. **Clerk**

4. Hall Grants/Loans

Brassey Centre – Claim for 2016/17 £2000 grant for work done on replacement of fan assisted radiators. Agreed. **Clerk**

5. Section 137 Micro Grant requests

5.1 - Eccles Pop In Group – Coach hire request. Quotation received - £495. This was **agreed**. Payment will be made on receipt of invoice. To be divided between Cllrs Gledhill, Mrs Phibbs, Jones and Homewood. **Clerk**

5.2 – **Rural Crime Meeting** with the Kent Police and Crime Commissioner in Eccles Church Hall – 23 March – 6.30pm. Cllr Base requested £20 from his micro grant for hire of the hall.

Agreed

6. 2016/17 Financial Comparison April 2016 – February 2017

Distributed to all Members and attached at **Appendix A** to the bound copy of these minutes.

7. Financial Matters arising from Other Committees – No report to this meeting.

8. Bank Authorisation and Future Charges

Clerk report on progress with setting up current account with Metro Bank and on investigations involving reserves allocations.

Councillor Signatories will meet with the Clerk, Finance Officer and representative of Metro bank on 28 March – 6.45pm – Parish Office, to complete all necessary paperwork for the new current account.

Clerk reported on the various options for reserves investment with varying levels of interest and fixed term periods.

It was proposed by Cllr Balcombe, seconded Cllr Smith, that the Clerk be delegated, in consultation with Cllr Balcombe as Chairman of the Council, to invest allocation of reserves based on the following criteria:

1. £75,000 maximum in each account
2. Maximum interest potential for the Council
3. Varying time periods including instant access accounts bearing in mind 2. above.

Agreed

9. Statement of Internal Control

The Council needs to approve its Statement of Internal Control each year and the latest version was distributed to all Members and is attached at **Appendix B** to the bound copy of these minutes. It was proposed by Cllr Balcombe, seconded Cllr Shelley that this be recommended to Policy & Resources and on to Council for adoption. **Agreed**

10. Appointment of Internal Auditors

It was proposed by Cllr Mrs Gadd, seconded Cllr Elvy, that Policy and Resources and Council be recommended to appoint KCC Internal Auditors for the financial year 2017/18.

Agreed Clerk

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

There being no further business, meeting closed at 8.50pm.