

Aylesford Parish Council

Finance Advisory Sub Committee

Minutes of the Meeting held on 14 December 2021

Present: Councillor Shelley (Chairman) and Councillors, Beadle, Mrs Eves, Fuller, Mrs Gadd, Gledhill, Ms Oyewusi, Rillie, Smith, Sharp, Walker and Winnett.

In Attendance: Melanie Randall (Clerk)

Apologies: Councillors Balcombe, Ms Dorrington, Ludlow, Sullivan and Williams.

1. Apologies for Absence

Apologies of Absence from Councillors Balcombe, Ms Dorrington, Ludlow, Sullivan and Williams were received, and the reason for absence agreed.

2. Declarations of Interest

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

3. Minutes of the last meeting held on 23 November 2021

It was **Agreed** that the Minutes of the meeting held on 23 November 2021 be approved as a correct record and signed.

4. Donation Requests

No requests had been received however; Councillor Mrs Gadd raised the annual donation to a charity in lieu of sending Christmas Cards. It was **Agreed** to make a £200 S:137 Donation to the Air Ambulance.

5. Financial Comparison

The Clerk went through the report with members and after brief discussion it was **Agreed** to note the report.

6. Internal Audit Report

The Clerk reported that there are just two outstanding issues all other long-term ones have been completed. The issues are around Cyber Security Insurance and Cyber Security Training for staff. It was **Agreed** to note the Internal Audit Report.

7. Financial Risk Assessment

The Clerk explained that due to the possibility of the Parish having to revert back to meeting remotely she had amended the Financial Risk Assessment in preparation.

The Financial Risk Assessment was **Agreed** as a recommendation to Council in January 2022.

8. Duration of Meeting

7.56pm to 8.13pm