

AYLESFORD PARISH COUNCIL
FINANCE ADVISORY SUB COMMITTEE
TUESDAY 23 FEBRUARY 2016

MINUTES

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Present: Cllrs Mrs Gadd (Chairman), Ambrose, Balcombe, Base, Elvy, Gledhill, Hammond, Rillie, Shelley, Smith, Walker, Winnett, Wright

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

Apologies: Cllrs Mrs Brooks, Ms Dorrington, Homewood, Ms Neimer,

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1. Apologies

Apologies were noted and reasons accepted as follows: Cllrs Mrs Brooks (care of elderly relative), Ms Dorrington (personal engagement), Homewood (KCC meeting), Ms Neimer (personal engagement).

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

3. Section 137 Donation requests

Citizens Advice Bureau - £120 **agreed** **Clerk**

4. Hall Grants - No report to this meeting.

5. Section 137 Micro Grant requests

Aylesford Village Big Lunch – Cllr Rillie - £350 **agreed.** **Clerk**

6. 2015/16 Financial Comparison April 2015 – beginning of February 2016

Available to all Members and attached at **Appendix A** to the bound copy of these minutes. There were no comments.

7. Statement of Internal Control

At the end of each financial year there is a requirement to consider and approve a Statement of Internal Control. Attached at **Appendix B** is the revised version for this year. Members recommended acceptance to P&R (1 March 2016) and Council (15 March 2016). **Clerk**

8. Update to Financial Regulations

Attached at **Appendix C** is the Clerk's report on a number of proposed amendments to the Financial Regulations. Members recommended acceptance of the three proposed amendments to P&R (1 March 2016) and Council (15 March 2016). **Clerk**

9. Appointment of Internal Auditor

The Council is required to review the appointment of an Internal Auditor each year. In recent years this role has been carried out by KCC and it was the Clerk's recommendation to continue this in 2016/17 due to their specific knowledge of local authority finances. Members recommended acceptance of this recommendation to P&R (1 March 2016) and Council (15 March 2016). **Clerk**

10. Financial Matters arising from P&R 2 February 2016.

There were no matters to report.

11. Any Other Business/Correspondence

1. **Summer Playscheme** – Cllr Wright reported that Tunbury Hall have received an application for hire from a new direct provider of a Summer Playscheme in Walderslade (previously provided by TMBC) and asked if the Parish Council's grant towards the Scheme would be applicable to the new provider. Clerk clarified that the Parish Council's grant to TMBC towards the previous Scheme has always been on the basis of a contribution to cover the whole Parish. Individual applications for funding would therefore require separate consideration for approval.

2. **Business Rates** - Clerk reported that he had received information from LHL Auditors that the Council may qualify for a business rates rebate from previous years and a reduction in rates for forthcoming years. Success in this matter would require 35% commission payment (No Win, No Fee basis). The Clerk was asked to discuss this with TMBC before progressing further and to then investigate further without prejudice or commitment.

3. TMBC Review of Financial Arrangements

Clerk reported on his attendance at the recent TMBC Parish Partnership Panel where this and other matters were discussed. Funding for 2016/17 is in place. It is likely however that the Scheme of Financial Arrangements are likely to be phased out over the next two to three years and that changes could be made to the Council Tax Support Grant. Based on current figures, this would result in a potential Parish Council annual reduction in income of £34,000 if the whole of the Parish Grant and half of the Council Tax Support Grant was lost and

£42,000 if both are withdrawn in total. The Parish Council will have to look at recouping this amount via savings, precept increase, increase in charges and use of reserves.

The Clerk will be looking at these matters particularly as more information comes out during the TMBC consultation period on in preparation for the 2017/18 budget and will report regularly to P&R as more detailed information becomes available.

12. Closure of Meeting

There being no further business, meeting closed 8.50pm.