

# Aylesford Parish Council

## Finance Advisory Sub Committee

### Minutes of the Meeting held on 25 February 2020

**Present:** Councillor Shelley (Chairman) and Councillors Balcombe, Ms Dorrington, Mrs Gadd, Gledhill, Rillie, Smith, Sullivan, Walker, Williams and Winnett.

**In Attendance:** Neil Harris (Clerk) Melanie Randall (Assistant Clerk and Finance Officer)

**Apologies:** Councillors Base, Ludlow, Ms Oyewusi, Ms Papagno, and Wright.

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#### 1. Apologies for Absence

Apologies of Absence from Councillors Base (personal commitment), Ludlow (work commitment), Ms Oyewusi (work commitment), Ms Papagno (personal commitment), and Wright (personal commitment), were received, and the reasons 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 Meeting held on 28 January 2020

It was **Agreed** that the Minutes of the meeting held on 28 January 2020 be approved as a correct record and signed.

#### 4. Section 137 Donation Requests

4.1 – RBLI – Annual Cycle Ride Aylesford to Ypres – Ride with a Veteran – RBLI are seeking to send 6 cyclists on this journey and this year 2 bicycles require special adaptation and they are seeking a grant of £550 from the Council to enable this work to be carried out. It was **Agreed** to give a grant of £550 to the RBLI for the 2 bicycles to be adapted to be funded equally from all Members Micro Grants.

#### 5. Hall Grant/Loans

The Clerk reported that there were no requests for any Hall Grants or Loans.

## **6. Section 137 Micro Grant Requests**

The Clerk reported that there were no requests for any Section 137 Micro Grants.

## **7. Financial Regulations Update**

The Clerk submitted revised Financial Regulations to the Sub Committee for its annual review. It was **Agreed to Recommend to the Policy and Resources Committee** that the attached Financial Regulation be recommended to Council for approval.

## **8. Statement of Internal Control**

The Clerk submitted the Statement of Internal Control for the year ending 31 March 2020 to the Sub Committee. It was **Agreed to Recommend to the Policy and Resources Committee** that the attached Statement of Internal Control for the year ending 31 March 2020 be recommended to Council for approval.

## **9. Appointment of Internal Auditor**

The Clerk indicated that the Council needed to appoint the Internal auditor for the forthcoming year. It was **Agreed** to appoint the KCC Internal Audit Service for 2020/21 at an annual cost of £990.

## **10. Duration of Meeting**

8.03pm to 8.06pm