

# Aylesford Parish Council

## Finance Advisory Sub Committee

### Minutes of the Meeting held in the Aylesford Parish Council Office, Aylesford on Tuesday 16 April 2024

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**Present:** Councillor Balcombe (Chairman) and Councillors, Mrs Birkbeck, Chapman, Craig, Ms Dorrington, Mrs Eves, Fuller, Gledhill, Mrs Ogun, Rillie, Sharp, Shelley, Smith and Sullivan.

**In Attendance:** Melanie Randall (Clerk)

**Apologies:** Councillors Hammond, Ms Oyewusi and Walker.

#### 1. Apologies for Absence

Apologies of Absence from Councillors Hammond, Ms Oyewusi and Walker 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 19 March 2024

It was **Resolved** that the Minutes of the meeting held on 19 March 2024 be approved as a correct record and signed. It was noted that the Chairman was Councillor Balcombe not Mrs Gadd as stated in the minutes.

#### 4. S:137 Donation Requests

No requests were received.

#### 5. Appointment of Internal Auditor 2024/25

The Clerk informed the Council that it needed to appoint the Internal Auditor for the 2024/25 financial year. It was **Resolved** to appoint the KCC Internal Audit Service for 2024/25 at an annual cost of £1,158.00, this is for two visits at 1.5 days per visit at £579.00 per day. Fees are excluding vat.

## **6. To review and approve the Financial Regulations**

It was **Resolved** to approve the document as submitted subject to item 11.1 l on page 15 being clarified and 11.1 c on page 14. The Clerk will seek clarification and amend if necessary. The Financial Regulations will be recommended to Council for adoption.

**Resolved**

## **7. To review and approve the Financial Risk Assessment**

It was **Resolved** to approve the document as submitted. The Financial Risk Assessment will be recommended to Council for adoption.

**Resolved**

## **8. To Note the Financial Comparison Report**

It was **Resolved** to Note the Financial Comparison Report.

**Noted**

## **9. Any Other Correspondence**

There was no Other Correspondence.

## **10. Duration of Meeting**

8:08pm to 8:17pm.