

# Aylesford Parish Council

## Finance Advisory Sub Committee

### Minutes of the Meeting held in the Aylesford Parish Council Office, Aylesford on Tuesday 23 January 2024

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

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

**Apologies:** Councillors Mrs Eves, Ludlow, Ms Oyewusi and Walker.

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#### 1. Apologies for Absence

Apologies of Absence from Councillors Mrs Eves, Ludlow, 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 12 December 2023

It was **Resolved** that the Minutes of the meeting held on 12 December 2023 be approved as a correct record and signed.

#### 4. S:137 Donation Requests

There were no requests.

#### 5. Internal Audit Report

The Clerk reported that she raised her concerns about the items ticked on the report of the first visit of 2023/24 as tested when in fact they were not. She has received confirmation from the Internal Auditor that some of the items that were ticked on the report as tested were not tested. She is still not entirely happy with the report or indeed the way the audit was carried out, so members authorised her to contact the KCC Audit Department to ask for an in-detail review, including evidence of the items that were tested. **Closed**

## **6. Any Other Correspondence**

There Clerk reported that the Council had received a letter from the Heart of Kent Hospice, thanking them for the recent donation made to them of £100.

## **7. Duration of Meeting**

7:56pm to 8:02pm.