



AYLESHAM PARISH COUNCIL

Minutes of **Finance, Audit & Personnel Committee** meeting held on **Thursday 27th July 2023**, at Aylesham House.

1. Those Present

Cllrs S. Bott (Chair), D. Garrity, B. Oliver, K. Sutcliffe.
Parish Clerk/Responsible Finance Officer K. Robinson.
No members of public were present.

2. Apologies for Absence

None.

3. Declarations of Cllr Interests

S. Bott – Aylesham Community Trust.

Meeting is suspended for up to 15 minutes to allow discussion with members of the electorate of the Parish of Aylesham present at the meeting.

4. Public Representation (Notified to Clerk in advance of the meeting, agenda items only)

None.

Parish Council Meeting Resumes

5. Quarter 1 April – June 2023 Accounts

April, May and June 2023 bank reconciliations and bank reconciliation receipts and payments were circulated to Councillors prior to the meeting to review. Responsible Finance Officer confirmed to the Committee that all receipts and payments for each month balanced with the bank statements.

Resolved: To approve Quarter 1 April – June Accounts for 2023. Proposed by K. Sutcliffe, seconded B. Oliver.

Outcome: All in favour, motion carried.

S. Bott as Committee Chair and Responsible Finance Officer signed the bank reconciliations, and bank reconciliation receipt and payments for each month.

6. Quarter 1 April – June 2023 Budget/Expenditure Update

The annual budget/expenditure update was circulated to Councillors prior to the meeting to review.

Resolved: To accept the annual budget/expenditure update for Quarter 1 April – June 2023. Proposed by B. Oliver, seconded K. Sutcliffe.

Outcome: All in favour, motion carried.

7. Grant Applications

7.1 20th Deal (Aylesham) Scout Group

Outline: Rent for Church Hall, art supplies and uniform expenditure.

Amount requested: £1,000.

Previous Grant funding within 3 years: None.

Resolved: To approve the grant application in the sum of £1,000. The Committee would like to receive a report in time for their next meeting in October in order to make a decision on the remaining amount of £500 as more details on the art supplies and uniform expenditure are required. Proposed by D. Garrity, seconded K. Sutcliffe.

Outcome: All in favour, motion carried.

7.2 Aylesham Baptist Church

Outline: To repair and replace flooring in the Steven Bicker Hall and Church entrance.

Amount requested: £720.

Previous Grant funding within 3 years: £1,000.

Resolved: To decline the grant application in the sum of £720 due to the 1894 Act that prevents Parish Councils directly maintaining or improving Church property. Proposed by B. Oliver, seconded K. Sutcliffe.

Outcome: All in favour, motion carried.

7.3 International Athlete Funding/Sponsorship

Outcome: Deferred to a future Committee meeting.

8. Bechange Annual Funding of Drop-In sessions for residents

Outline: Aylesham Parish Council have supported Bechange with funding of £6,000 per annum since 2020 for their vital Drop-In Sessions for residents. A report from Bechange was circulated to Committee members prior to the meeting to review.

Proposed: The Finance, Audit & Personnel Committee resolve to recommend to Full Council in August to approve the funding of £6,000 for 2023/2024 to Bechange. Proposed by D. Garrity, seconded B. Oliver.

Outcome: All in favour, motion carried.

Exclusion of the public under the Public Bodies (admission to meetings) Act 1960

Resolved: Under the terms of the Public Bodies (admission to meetings) Act 1960, by virtue of the business to be transacted involving staff matters, it was proposed by K. Sutcliffe and seconded by B. Oliver to move to a closed session for item 9.

Outcome: All in favour, motion carried.

9. Staff Matters – Confidential to be held under the Public Bodies (admission to meetings) Act 1960

Resolved: The Finance, Audit & Personnel Committee resolve to recommend to Full Council in August for Aylesham Parish Council to have an independent Staff Review. Parish Clerk to obtain quotes for this. Proposed by B. Oliver, seconded K. Sutcliffe.

Outcome: All in favour, motion carried.

10. Next meeting date

Thursday 26th October 2023.

Meeting Closed 20.03

It has been agreed by the Committee that these minutes are a true and accurate record:

Signed (Chair)..... Date.....