

**Aylesham Parish Council**  
**Finance, Audit & Personnel Committee**

Thursday 22<sup>nd</sup> July 2021, at 19.00pm  
Meeting held at Aylesham House

**SUBJECT TO CONFIRMATION AT THE MEETING**

**1. Those Present**

S. Bott (Committee Chair), Cllrs B. Oliver, K. Sutcliffe. Parish Clerk K. Robinson.

**2. Apologies**

S. MacCallum (holiday), M. Townsend (personal reasons).

**Resolved:** K. Sutcliffe proposed to accept these apologies, B. Oliver seconded.

**Outcome:** All in favour, motion carried.

**3. Declarations of Interest**

None.

**4. Public Representation**

None

**5. Minutes of Last Meeting & Matters Arising**

**5.1 April 2021 Minutes**

**Resolved:** It was proposed by K. Sutcliffe, seconded by B. Oliver that the minutes from the April meeting are a true and accurate record.

**Outcome:** All in favour, motion carried.

**5.2 Matters Arising**

None

**6. Q1 Accounts (April – June) 2021/2022**

**6.1** Copies were circulated to Councillors prior to the meeting.

**Resolved:** To approve the Quarter 1 April – June 2021 accounts, proposed by B. Oliver, seconded K. Sutcliffe.

**Outcome:** All in favour, motion carried.

**7. Grant Applications**

**Snowdown Colliery Welfare RFC**

**7.1** Outline: The grant would contribute towards their 90<sup>th</sup> celebration in September. They hope to have a guest speaker, local choir to sing, entertainment and food.

Amount requested: The completed form stated “any amount the parish council deem fit to award”

Last grant approved by Council: £500 in May 2019 for the Rugby Sevens and Family Fun Day.

**Resolved:** Unfortunately there is insufficient information for Committee to make a decision. The Committee want to consider an award provided the following information is received on the following points:

- How much they are seeking for the Grant
- Quotes for the event and an event plan.

Proposed by K. Sutcliffe, seconded B. Oliver.

**Outcome:** All in favour, motion carried.

## **8. Return to Aylesham House (Clerks)**

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

**Resolved:** Under the terms of the Public Bodies (admission to meetings) 1960 Act by virtue of the business to be transacted involving contractual terms for Aylesham Parish Council Staff, proposed by B. Oliver and seconded K.Sutcliffe.

**Outcome:** All in favour, motion carried.

**8.1 Resolved:** Letter to be sent to all employees regarding a change in existing contract of employment for office staff on a trial basis for 6 months, to be reviewed at the January meeting. Proposed by K. Sutcliffe, seconded B. Oliver.

**Outcome:** All in favour, motion carried.

## **10. Date of Next Meeting**

Thursday 22<sup>nd</sup> September 2021

## **11. AOB (for information only)**

None

**End of Meeting:** 19.45pm.