



Boughton Malherbe Parish Council

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NOTICE OF AN EXTRAORDINARY MEETING OF THE PARISH COUNCIL

To: All Councillors,

You are hereby summoned to a Meeting of Boughton Malherbe Parish Council at 7.30pm
Monday 6th December 2021 to be held in the village hall

Dated: 1st December 2021.

Chris Hume, Parish Clerk

Members of the public are very welcome to attend and will have an opportunity to speak.
All background papers can be found on the council's website under ***Parish Council/Background Documents***

AGENDA

1. **Anybody filming or recording this meeting to declare it.**
2. **Apologies** – to receive and accept apologies for absence.
3. **Declarations:**
 - Any lobbying**
 - Any interest in items on the Agenda**
 - Any changes to the register of pecuniary interests**
4. **Response to the Maidstone Borough Local Plan Review. Regulation 19 Draft submission** – to discuss draft response circulated separately and agree a response.
5. **“Lengthsman” Contractor** – to discuss the draft specification and report from meeting with KFRS both circulated separately and agree amendments to specification and a process to recruit a contractor
6. **Grant Request from the Shop Committee** – to consider a request received from the shop committee for a “seed-corning” grant of £200 and advice received from KALC /Internal Auditor below
7. **2022/23 Budgets** – to receive a verbal update from the Clerk on potential staffing increases and discuss potential impact on the precept and provide guidance to enable the Clerk to prepare a draft budget for the meetings on the 25th January
8. **Further information**

Item 6- KALC Advice

If its an external body and an entity it probably will fall to the GPC if you have it or if not, then the S137 1972 LGA fall back as a “last resort”. This is set out in the attached.

As ever it's a power and a political decision for the PC (consultation if possible and at least a policy and see any grants/application policy applied fairly and consistently=reasonably). The PC should be seen as a last resort funder in that you should seek evidence that they have applied to all other related sources FIRST as of course its public money.

Its worth speaking with your *Independent Internal Auditor* for a “view in principle”. However, the due diligence probably argues for at least : a letter head and corporate bank account and if it's a charity the correct evidence of registration and insurance etc. This needs to be verified (evidence) otherwise your IIA will not be happy, and it may well be picked up at the annual audit. Err on the side of caution (however well-meaning the cause is of course).

Item 6 – Internal Auditor Advice

It certainly seems reasonable for the parish council to seek to assist the community group. I also think that the power to incur spending will be s137 as commercial enterprises are generally not in the parish remit. You might want to look up "registering community assets" if you have not already done so.

It would be helpful if the group were formalized but is not essential. The point Clive is making is that a grant would be public money and so the parish should have some way of demonstrating that the spend is achieving the good being sought (justifying the grant decision in effect). In most cases this comes down to getting some report from the organisation setting out how it has used the grant. Of course this can already be there on an application form.

The amount and quality of supporting evidence is obviously linked to the sums involved. As an IIA I would not (despite Clive's comment) get worked up about a grant of £100 with very little info in support but would be concerned if the sum was £1,000 or £10,000.

Regards

Lionel