

Your LINK for improving health and social care

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Draft minutes of the Budget Sub Group meeting held on Wednesday, 12 May 2010 from 10.00am until 12.00 noon at Beach House, Beach Road, Herne Bay, CT6 5PT.

Present:

Mike Eddy
Roger Kendall
Sally Keverne

Also present:

Graham Hills, Operational Director, Kent LINK.

1 Apologies for Absence

Apologies for absence were received from Stan Richardson.

2 Audit of Accounts 2008 / 09

The Group received from Blain Prichard their Audit Report in respect of the Kent LINK's accounts for the period 1 July 2008 and 31 March 2009, a copy of which is attached.

3 LINK end of year position March 2010

The Group received the statement of the LINK's income and expenditure for the period 1 April 2009 and 31 March 2010, a copy of which is attached, and **agreed to recommend** that this be included in the LINK's Annual Report. In discussing the Annual Report it was **further recommended** that the budget for 2010 / 11 should also be included in the Annual Report as this would go some way to explain how it was proposed to deal with the under spend.

In connection with the year end position and budget for 2010 / 11 the Group noted that an error had been corrected in KMN's contract management fee being added to the LINK's income as well as being deducted from the expenditure on professional fees line.

It was agreed that the Group carry out a major review of the LINK's budget against expenditure at its September meeting.

4 Group's review of financial process

Sally Keverne reported that she had met Erika Collinson and had reviewed certain financial processes in KMN's office, including the LINK's Bank statements. She intended to follow some expenditure trails as a further element of her review.

5 NHS Eastern and Coastal Kent and KCC East Kent Adult Social Services Division projects

It was **agreed** that income lines be added to the LINK's accounts showing income from NHS Eastern and Coastal Kent and Kent County Council's, East Kent Division in the sum of £51,500. Indicate the fact that these monies are ring-fenced.

6 Date of next meeting

It was **agreed** that the next scheduled meeting be cancelled, which will mean that the next meeting shall be held at 10.00am on Wednesday 7 July at Beach House, Beach Road, Herne Bay 2010.

DRAFT