

<p>Risk Assessment</p> <p>HIGH 0 MEDIUM 1 LOW 15</p>	<p style="text-align: center;">Wrotham Parish Council INTERNAL AUDIT 2025-2026 AUDIT PLAN WITH COMMENTS / FINDINGS</p> <p>I am pleased to report to Members of the Wrotham Parish Council (the “Council”), that I have completed my annual year-end internal audit of the Council’s records for the twelve-month period to 31 March 2026, following my audit visit and subsequent conversations on 21 April 2026.</p> <p>Councillors should be aware that my work cannot be relied upon to identify the occasional omission or insignificant error, nor do I actively seek evidence of breaches of trust or statute, neglect or fraud, which may have taken place. It is the responsibility of the Councillors of the Council to guard against such events, but if during my audit testing such events are discovered I am duty bound to disclose such events to the Council.</p> <p>I would like to take this opportunity to thank the Clerk, Ms Helen Davison and the RFO Ms Lesley Gillin (formerly Cox) for their assistance given to me during my audit visit.</p>	
<p style="text-align: center;">Area</p>	<p style="text-align: center;">Item</p>	<p style="text-align: center;">Comments / Findings Year-end Audit 21 April 2026</p>
<p>Previous Audits</p>	<ul style="list-style-type: none"> • Date of last External Audit Certificate or Exemption Certificate for 2024-25 • Comments if any • Publication on website. • Date of last Internal Audit • Comments if any • Review of any items outstanding from previous internal / external audit reports. 	<p>Forvis Mazars LLP signed off the Report & Certificate 2024-25 on 29 Sept 2025, there were no comments. The Report from Forvis Mazars (Section 3) was emailed to all Councillors on receipt and minuted in the Council minutes on 1 Oct 2025 Min 8 listed as part of the Correspondence Received.</p> <p>Conclusion of Audit Notice and Section 3 posted on the website on 30 Sept 2025, due to late responses from Forvis Mazars .</p> <p>Audit visit 14 April 2025, Report considered by Council 7 May 2025 Min 16 iii</p>
<p>Minutes</p>	<ul style="list-style-type: none"> • Review of the Council minutes in particular the full Council meetings and the Committees responsible for Governance & Finance matters. • General Power of Competence (GPC) ? • Dispensations in place eg - S.40 LA&A Act 2014 filming/recording 	<p>Minutes including comments from the Borough and County Councillors relevant to the Parish Council are posted to the website.</p> <p>There is a regular monthly Agenda Item and Minutes entitled “Reports from various Committees” , for most months of the 12-13 “committees listed”, there are no reports or minutes within the published Council Minutes. The Clerk confirmed that in reality there are no actual ”committee meetings” convened and no minutes. Councillors have informal responsibilities/interests in various aspects of the Council’s work and when necessary report to the monthly Council Meeting any worthwhile updates on the various committees listed under this agenda item.</p> <p>I would recommend that the Clerk and Councillors agree a different Agenda Title for this agenda item moving forward to avoid any potential confusion in the future.</p>

		Also certain decisions have to be specifically minuted as discussed with the Clerk (eg resignations/appointments of Cllrs and insurance renewals as flagged up elsewhere in this Report.)
Code of Conduct/ Acceptance of Office	<ul style="list-style-type: none"> • Date adopted • Any changes in elected/co-opted members since last Audit visit? • DPI's complete • DPI's on website or weblink • New Governance Compliance inc Councillor's Statement of Compliance (Sept 2025) <p>NEXT ELECTION ?</p> <p>Local Govt Restructuring in Kent</p>	<p>Council 7 May 2025 Min 12 - re-adoption of the Code of Conduct</p> <p>Cllr Mills resigned 6 December 2025, but there was no confirmation of this resignation, the only reference being the Vacancy Notice posted to the Council's website. Resignations and appointments of Councillors need to be specifically minuted in future.</p> <p>DPI link to the Tonbridge & Malling BC website provided on the Members webpage, all 8 sets of DPIs available to view. Additional DPIs for the non-Cllrs co-opted to the Crime & Disorder Committee (Lovell, O'Hara and Stone) 1 vacancy @ 31 March 2026.</p> <p>May 2027</p> <p>This Council's view on the proposed Local Govt Restructuring is to avoid any split in the existing parish boundaries.</p>
Standing Orders (SOs) and Financial Regulations (FRs)	<ul style="list-style-type: none"> • Have they been formally adopted and applied? • Any changes been since they were adopted or the last audit and minuted? • Are Procurement Thresholds in place (local councils must comply with the Procurement Act 2023 especially for goods & services with total value over £207,720 inc VAT from 1 Jan 2026) and consistent between SOs & FRs and changes formally adopted by the Council? • Virtual Meetings / Delegation to Clerk/RFO still in place ? • Updated re New NALC Models SO's 2025, Fin Regs 2025 ? <p>Two signature rule still in place?</p>	<p>Financial Regulations re-adopted with the revisions in line with the NALC Model and to reflect the division of duties between the Clerk and RFO - Council 7 May 2025 Min 11.</p> <p>Council 7 May 2025 Min 12 re-adoption of the Standing Orders.</p> <p>Yes, although the use of cheque payments is minimal, BACS being the preferred method of payment.</p>
Risk Management	<ul style="list-style-type: none"> • Risk Assessments – Are they: • Carried out regularly? • Adequate? • Reported in the minutes? 	<p>Playsafety Ltd – ROSPA inspections of skatepark and CPA – Inspection Report received August 2025 and emailed to all Cllrs, no issues to discuss, the payment approved at Council Meeting 3 Sept 2025 Min 10i.</p>

	<ul style="list-style-type: none"> • Inspections of play equipment etc if carried out by staff/Cllrs have they been trained, accredited? • ANNUAL REVIEW ? • Insurance cover – is it: • Appropriate/Adequate? • LTA in place? • Reviewed regularly? • Fidelity Guarantee Cover £ (Balances + ½ Precept) • Internal controls – are they: • Documented? • Adequate? • Reviewed regularly? • Statement of Internal Control (SIC)? • Systems and Procedures – are they: • Documented? • Adequate? • Followed? • Reviewed regularly? • IT Policy covering digital and data compliance 2025 NALC template update Nov 2025 designed to meet 1.54 of then Proper Practices (March 2025) and Assertion 10 	<p>Skatepark inspections done by Borough Green PC staff. Operational Inspections done quarterly by KCC grounds mtce contract team . Weekly inspections done temporarily by Borough Green PC trained staff, this will be taken over by Wrotham PC staff from June 2026 (P Barden & T Howard). NB Council compliant with the insurance policy, which requires weekly inspections by a competent person.</p> <p>Council 7 May 2025 Min 12 re-adoption of the Annual Risk Assessment Policy</p> <p>Financial & Administration Risk Assessment re-adopted - Council 7 May 2025 Min 11</p> <p>A 3-year Long-term Agreement (LTA) with Clear Insurance Management Ltd (Aviva) provided via Brokers BHIB Councils Insurance in place. Current policy runs from 1 Oct 2024 to 30 Sept 2025 the LTA expiry date. I understand that the LTA renewal terms provided by Clear Insurance was accepted and a new 3-year LTA confirmed. Again there is no evidence within the Council Minutes of this decision being made. The payment made to Clear Insurance Mgt Ltd on 9 Sept 2025 for period 1 Oct 2025 to 30 Sept 2026 is the only reference to this matter.</p> <p>Fidelity cover = £150,000</p> <p>Skatepark Insurance via Gallagher Ins Brokers Ltd £1,483 30 Dec 2025 to 29 Dec 2026 Council payment schedule 3rd Dec Min 11.1</p> <p>Council 7 May 2025 Min 12 re-adoption of the Data Protection, Privacy Notice and Retention Policy Documents on the Council's website.</p> <p>Council 2 July 2025 Min 6 – adopted the NALC suggested IT Policy to conform with the digital & data compliance requirements.</p>
<p>Budgetary Controls</p>	<ul style="list-style-type: none"> • Is the annual budgeting process reported and approved by the full Council? <ul style="list-style-type: none"> ○ Budget/Precept amounts minuted? 	<p>Regular Budget Monitoring Statements signed off by the Chairman of Finance eg Financial analysis to 30 June 2025 – Council 2 July 2025 Min 10iii, to 30 Sept 2025 – Council 5 Nov 2025 Min 9iii, to 31 Dec 2025 – Council 7 Jan 2026 Min 14iii</p>

	<ul style="list-style-type: none"> ○ Review of All Reserves included as part of the Budget Setting Process? ● Is the actual performance against the budgets reported to the Council during the year <ul style="list-style-type: none"> ○ Compare with Fin Regs requirements? ● Are significant variances explained in sufficient detail? 	<p>Budget & Precept 2026-27</p> <p>Council considered the 2026-27 Budget papers provided by the RFO – Council 7 Jan 2026 Min 6. The Chairman of Finance proposed a precept increase of 9.5% (25-26 = 16.8%) and a precept request of £153,535 (25-26 = £138,337) approved, which translates into a Band D Tax of £179.30 (25-26 = £163.74pa) and increase of £15.56 on the previous year.</p> <p>The Budgeted Expenditure approved for 2026-27 = £194,785 (25-26 = £222,225). 2026-27 Budget posted to the Council's website under the financial information pages.</p> <p>Earmarked reserves held in a CCLA Community Projects Fund – balance at 31 March 2026 = £60,302 and CCLA FOW Fund – balance at 31 March 2026 = £8,151.</p>
<p>Section 137 expenditure if relevant (GPC adopted?)</p> <p>£11.10 FOR 2025-26 (£10.81 FOR 2024-25)</p>	<ul style="list-style-type: none"> ● What is the cash limit for the year? ● Is a separate account/analysis kept? ● Has the cash limit been exceeded? <p>Have the spending powers been properly used and Minuted?</p>	<p>NB limit for 2026-27 is £11.60</p> <p>Year end listing shows a grant/donation net spend of £2,100 (£2,258 2024-25), which included £300 towards Wrotham Fireworks and £500 to the Festival of Light.</p>
<p>Book-keeping</p>	<ul style="list-style-type: none"> ● Cashbook - is it: <ul style="list-style-type: none"> ● Fit for purpose? ● Arithmetically correct? ● Balanced regularly? ● Reported to Council regularly? ● Turnover above £200k pa ? Income & Expenditure basis of accounting? ● Record keeping and the arrangements in place to store previous year's accounts etc. 	<p>The Clerk/RFO uses Sage 50 Cloud Accounts to produce budget reports etc and the Budget working papers.</p> <p>The budgetary reports are good and regularly received by Council and signed off by the Chairman of Finance.</p> <p>The Council accounts on an Income & Expenditure basis, the VAT debtors being the main adjustment each year.</p>
<p>Petty Cash</p>	<ul style="list-style-type: none"> ● Has the amount of petty cash float been agreed? ● Are all petty cash entries recorded? 	<p>N/A</p>

	<ul style="list-style-type: none"> • Are payments made from petty cash fully supported by receipts / VAT invoices? • Are petty cash reimbursements signed for? • Date of last petty cash reimbursement/top-up? • Is petty cash balance independently checked regularly 	
<p>Payroll</p>	<ul style="list-style-type: none"> • Who is on the payroll and are contracts of employment in place? • Who is the RFO? • Annual Appraisal in place ? • Have there been any changes to the establishment and/or changes to individual contracts during the year? • Members Allowances in place and paid via payroll system? • Have new appointments and changes to contracts been approved and minuted? • Do salaries paid agree with those approved by the Council? • Have PAYE/NI/Pension requirements been properly applied and accounted for? • Payroll outsourced? <p>WORKPLACE PENSION IN PLACE</p>	<p>Ms Davison Clerk to the Council made permanent Jan 2025. Ms Gillin (formerly Cox) to continue as RFO until end of March 2026, when the RFO role would be taken over by the Clerk. Council 4 March 2026 Min 6 confirmed the transfer of the RFO role to the Clerk on the retirement of the RFO (Ms Gillin). The minute also covered the necessary Bank signatory changes to be made including added and deleting Cllrs such as Cllr Mills who had resigned.</p> <p>No members allowances paid.</p> <p>National pay award for 2025-26 approved, the adjustment for back-dated pay award included in the November 2025 salary paid in December 2025,</p> <p>The HMRC on-line PAYE system is used by the RFO. I checked the pay records and remittances to HMRC and KCC (pension). No errors were found.</p> <p>In-house</p> <p>LGPS Pension Regulator redeclaration completed in Jan 2025 and included the new Clerk following her successful completion of the probationary period.</p>
<p>Payments</p>	<ul style="list-style-type: none"> • Are all payments recorded and supported by appropriate documentation? • Are payments minuted? • Review of DD's and SO's ? 	<p>A detailed schedule of payments is provided to Cllrs prior to the Council Meetings with the Agenda pack and Cllrs are expected to raise any queries on the schedule prior to the Meeting. The payments approved are listed in the Minutes showing invoice details and payment method. BACS is the preferred payment method and by Direct Debit for utilities - Council 7 May 2025 Min 16 viii & ix respectively.</p> <p>Yes</p>

	<ul style="list-style-type: none"> ● STAFF costs definition for inclusion in Box 4 for 2025-26, check parity with 2024-25 ? Currently includes salary, tax, NIC & Pension (employee & ers) + taxable benefits (home working allowance, broadband & phone allowance etc NOT incl.) ● Has VAT been identified, recorded and reclaimed? ● Have internal control procedures inc. segregation of duties been adhered to? ● Contracts: <ul style="list-style-type: none"> ○ What contracts exist? ○ Compliance with SOs & FRs for letting of contracts? ○ Have any new contracts or contract variations and/or extensions been awarded in the year? ○ Have contract payments been made in accordance with the contract document? 	<p>DD's include payments for utility services such as Water Plus (burial ground) , EDF Energy (multi-court), SSE Energy (unmetered streetlighting supply (contract expired 31 Mar 2025 extended for a further 4 months Council 5 Feb 2025 Min 16), Pozitive Energy (public toilets) British Gas (Pavilion gas supply) TMBC for rates and BT Group for parish email. KCC quarterly rent for West Street car park. DD's shown as a separate listing within the Minutes.</p> <p>Staff cost definition is compliant re Box 4 on the Statement of Accounts in the AGAR.</p> <p>Quarterly VAT claims during the year were –</p> <p>1 Feb – 30 April 2025 - £6,976 recd 8 May 2025 (all receipts traced to the NatWest c/a 9261)</p> <p>1 May – 31 July 2025 - £3,599 recd 12 Aug 2025</p> <p>1 Aug – 31 Oct 2025 - £2,759 recd 20 Nov 2025</p> <p>1 Nov – 31 Jan 2026 - £6,927 recd 11 Feb 2026</p> <p>1 Feb to 31 Mar 2026 - £4,366 to claim in 2025-26 VAT debtor at year-end.</p> <p>Yes</p> <p>Suffolk Life Annuities Ltd – Storage Depot monthly rental</p> <p>Peter Barden – Open Spaces General Mtce and litter picking, CPA checks</p> <p>Commercial Service Ltd – Grounds Mtce contract & Hedgerow Mtce contract for period 2023-26</p> <p>NKCS – Contract Cleaning (Pavilion & St Georges Hall)</p> <p>Kevin Holt – Burial Grounds and other Mtce work including “small tree works” as per his licence</p> <p>EJP Fire Protection – Fire Safety Inspections (Pavilion & St George’s Hall)</p> <p>Assured Water Hygiene – Pavilion salt supplies</p> <p>Astra Security Systems Ltd – 1GB monthly data per router re CCTV system Old London Road & High Street.</p> <p>H Goodsell & Son Ltd – Churchyard Gate repairs</p> <p>KAS Welding – Skatepark ramp replacement works</p> <p>Mac Lawncare & Gardening – Grounds Mtce. Contract 1 Small Mowing Works</p> <p>CCTV new contract inc Mtce of equipment and remote mobile app set-up. Council 1 Oct 2025 Min 12</p> <p>Grounds Contracts 2026 – 2029 Council 3 Dec 2025 Min 14 Contract 1 to Kent Grasslands Contracts 2 & 3 to Landscape Gardening services</p> <p>Pavilion Decking and ramp £27k + £6.3k Council 3 Dec 2025 Min 15</p>
<p>Receipts</p>	<ul style="list-style-type: none"> ● Are all receipts recorded correctly? ● Are all receipts promptly banked? ● Precept, CTSG and Sect 106 & CIL payments ● Are income records inc allotments, burials, hirings adequate? 	<p>Analysis of Income included in the Income & Expenditure accounts.</p> <p>Annual Review of Fees & Charges covering Burial services, Pavilion, Allotments, and St Georges Hall was considered by Council on 3 September 2025 Min 6. A 5% increase on the existing fees & charges for 2026-27, effective from 1 April 2026. New fees on the website.</p> <p>Council 4 June 2025 Min 6 allotment rules amended at the request of WAGS to allow polytunnels (max 2m x 3.5m in green tint)</p> <p>Friends of Wrotham Community donated their residual funds following their decision to close the Charity, which will be managed by the Council on the same principles - £8,151 remaining held in a separate bank account (see in the Bank section below)</p> <p>Pavilion bookings were checked</p>

	<ul style="list-style-type: none"> • Are invoicing arrangements adequate including VAT where applicable? 	<p>Invoicing includes re-charges to other PC's for the Skate Park Mtce (Borough Green & St Mary's Platt), Allotments & Deposit management AND for the costs of appealing against the MOTO HGV parking application recharged to the other PC's within the Parish Alliance (6 parishes).</p>																		
<p>Bank reconciliation & PWLB Loans</p>	<ul style="list-style-type: none"> • What current/deposit accounts exist? • Investment Strategy recommended where bank balances are in excess of £100k. • FSCS aware/compliant – protection value increased to £120k from Dec 2025, BUT only for Councils with an annual budget below 500,000 Euros equivalent to £430,600 approx. • Are bank reconciliations regularly carried out for each account and signed off by Councillors? • Year-end Level of Balances to Precept ratio • Are the cheque counterfoils, paying-in books and bank statements adequately referenced? • When was the last review of the banking arrangements? • Internet Banking? • Debit/Credit Card? • and if in place Financial Regs up to date ? • Signature review (Two signatures required?) • Any PWLB loans in place ? 	<p>Bank Account balances as at 31 March 2026 were –</p> <table data-bbox="835 341 2145 619"> <tr> <td>NatWest current a/c (9261)</td> <td>- £50</td> </tr> <tr> <td>NatWest Rec a/c (1806)</td> <td>- £3,066</td> </tr> <tr> <td>NatWest Bus Savings (7668)</td> <td>- £31,957</td> </tr> <tr> <td>NatWest Community Skate Park (8531)</td> <td>- £0 Account closed 11 April 2025</td> </tr> <tr> <td>CCLA Fund 1 – WPC Savings (8548)</td> <td>- £47,182</td> </tr> <tr> <td>CCLA Fund 2 – Comm Projects (8549)</td> <td>- £60,302</td> </tr> <tr> <td>CCLA Fund 3 – FOW Fund (6933)</td> <td>- £8,150</td> </tr> <tr> <td>Metro Bank Debit Card (3576)</td> <td>- £350 transactions listed in the “Financial Matters” Minutes</td> </tr> <tr> <td colspan="2" style="text-align: right;">TOTAL £151,057</td> </tr> </table> <p>The bank account balances are reported to every Council meeting and minuted.</p> <p>Metro Bank pre-loaded Debit Card (£1,000 limit) Re-imbursed via the NatWest current account.</p> <p>Council 4 March 2026 Min 6 listed the proposed signatory changes following the retirement of the RFO Ms Cox (Gillin) and resignation of Cllr Mills</p> <p>None</p>	NatWest current a/c (9261)	- £50	NatWest Rec a/c (1806)	- £3,066	NatWest Bus Savings (7668)	- £31,957	NatWest Community Skate Park (8531)	- £0 Account closed 11 April 2025	CCLA Fund 1 – WPC Savings (8548)	- £47,182	CCLA Fund 2 – Comm Projects (8549)	- £60,302	CCLA Fund 3 – FOW Fund (6933)	- £8,150	Metro Bank Debit Card (3576)	- £350 transactions listed in the “Financial Matters” Minutes	TOTAL £151,057	
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<p>Assets changes Asset Register (AR) and Investment Register if applicable.</p> <p>Loans by the Council</p>	<ul style="list-style-type: none"> • Are all the material assets owned by the Council recorded in an AR ? • Is the AR up to date? • Basis of Asset Values and Reviews • Are long-term investments recorded? • Does the AR show the insurance values ? • Digital Photographic evidence? • Is there a separate Inventory List of low value items (e.g. below the insurance excess levels) ? • Loans to local bodies including any indemnities in place. 	<p>Asset Register value at 31 March 2026 increased by £4,941* (net of disposals/replacements) to £584,331</p> <p>Most items are listed as per the original purchase price, although the transfer of the public toilets have been included at the insured value following a valuation.</p> <p>Major New Items include</p> <table border="0"> <tr> <td>CPA Safety Bridge (play equipt) -</td> <td>£4,262</td> </tr> <tr> <td>Locks & keys</td> <td>£187</td> </tr> <tr> <td>Ladders</td> <td>£283</td> </tr> <tr> <td>Gritter tracker</td> <td>£159</td> </tr> <tr> <td>Misc</td> <td><u>£50</u></td> </tr> <tr> <td></td> <td><u>£4,941</u></td> </tr> </table>	CPA Safety Bridge (play equipt) -	£4,262	Locks & keys	£187	Ladders	£283	Gritter tracker	£159	Misc	<u>£50</u>		<u>£4,941</u>
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<p>Year-end procedures Inc. AGAR</p>	<ul style="list-style-type: none"> • Does the 2025-26 AGAR Statement of Accounts agree with the cashbook? • Is there an audit trail from the financial records to the accounts and have debtors and creditors been properly recorded? • Date of approval of 2024-25 AGAR & Certificate of Exemption criteria met, exemption declared • PROOF of public rights provision during summer 2025 & website– AIAR ICOs • Public Inspection Period Minuted ? • Governance compliance regime - refer to Practitioners' Guide 2025 	<p>Draft AGAR 2025-26 figures for the Statement of Accounts were audited and compared to the accounting reports provided.</p> <p>The AGAR 2024-25 was approved by Council 7 May 2025 Mins 16v & vi, the RFO had signed off the Statement of Accounts on 14 April 2025</p> <p>Date of Announcement - 2 June 2025 Public Inspection period – 3 June to 14 July 2025 Evidence – Posted to wrothampc.org website 2 June 2025</p> <p>The Council 7 May 2025 Min 16 vii. noted the proposed Public Inspection Period as mentioned above.</p>												

<p>Additional tests – (as necessary)</p>	<ul style="list-style-type: none"> • Computer systems: <ul style="list-style-type: none"> ○ The procedures for the backing up of computerised records ○ Council owned PC/laptop ? ○ Email security ○ Encryption of data? • Trust Funds/Charities – Charity Commission filing? • Annual review of the effectiveness of Internal Audit inc. Appointment of IIA • Website host and Webmaster and any changes? • Website functionality & accessibility NALC L09-18 • TRANSPARENCY CODE compliant especially for Exempt Authorities • Post GDPR (May 2018) <ul style="list-style-type: none"> ○ Privacy Notice ○ Cllr email addresses? ○ Email disclaimer <p>Other matters inc DPO arrangements</p> <p>PRACTITIONERS’ GUIDE 2025 From 2025-26 the AGAR Section 1 Annual Governance Statement will include an additional Assertion 10 Digital and Data Compliance.</p>	<p>Wrotham Computer Care Ltd is now the provider of IT technical support to the Council as required.</p> <p>Microsoft Windows 365 subscriptions are in place for the “office application software” as is Trend Micro security software. OneDrive Cloud storage used as this is part of the “365 subscription”.</p> <p>Not applicable</p> <p>Re- appointment confirmed by Council 7 May 2025 Min 16 iv</p> <p>Council 6 Nov 2024 Min 15 approved the proposal by Parish Online including the 11 associated email addresses.</p> <p>The new website platform is designed by Parish Online operated as a not-for-profit through Local Authority Technology CIC www.wrotham-pc.gov.uk The new website is managed by the Clerk, Ms Davison</p> <p>Accessibility Statement available via a link on the bottom of the webpage. There is a “wheelchair” symbol on the web pages, which when clicked opens a menu to change the font size, keyboard navigation and speech assistance etc. The new website does not have handy wheelchair widget to help navigate the menu options, which was felt unnecessary by Parish Online.</p> <p>The website contains a lot of information with payments history listed within the Minutes of the Council Meetings. Historical data available on request via the Clerk.</p> <p>The Council has a list of documents and policies linked with the GDPR and data protection matters, which includes a General Privacy Notice and Retention Policy approved by Council on 10 May 2023. Other docs include Data Protection Impact Assessment Checklist (DPIA’s), Subject Access Policy and Subject Access Request template.</p> <p>IT Policy to conform with the digital & date compliance requirements. Council 2 July 2025 Min 6</p>
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