



NORTH WALSHAM TOWN COUNCIL

Finance & Grants Meeting – Tuesday 15 August 23

Published: 4 August 2023

Time: 1.30 pm

Place: 18 Kings Arms Street, North Walsham NR28 9JX

Councillors are hereby summoned to attend the above Committee meeting of the Council.

All members of the public and press are welcome to attend and can address the Council during a public participation session but are not permitted to take part in any of the debates.

Assistant to Clerk/Finance

AGENDA

1. **TO ELECT A CHAIR OF THE FINANCE COMMITTEE**
2. **TO ELECT A VICE CHAIR OF THE FINANCE COMMITTEE**
3. **APPOINT INTERNAL SCRUTINEER**
 - 3.1 Arrange a date for next scrutineer.
4. **APOLOGIES FOR ABSENCE**
5. **DECLARATIONS OF INTEREST** - (Standing Orders: 13b-pecuniary interest; 13c-personal interest if the code of conduct requires; Councillors will leave the meeting for the item, unless a dispensation is granted)
6. **TO APPROVE MINUTES OF PREVIOUS MEETING** - (Standing Order: 3t vii-approve resolutions made as an accurate record; Standing Order: 12a-emailed with agenda, taken as read)
To approve minutes of the meeting held on 10.02.21.
7. **UPDATE ON MATTERS FROM PREVIOUS MINUTES**
Decision/Action log (attached)
NONE
8. **TO REVIEW POLICIES & ToR'S** - for recommendation to annual Council meeting
 - 8.1. Finance & Grants ToR's – consider changing grants from £750 to £1,000.
 - 8.2. Finance ToR's 7.10 – consider salaries to be paid via BACS instead of Standing Order.
 - 8.3. Finance ToR's 9.6 – remove 'cash book spreadsheet' and change to 'Scribe Accounts'.
 - 8.4. Review and update financial regulations to include online payments.
 - 8.5. Review Financial Risk Management.
9. **PRECEPT**
 - 9.1 Discuss precept preparation.
 - 9.2 Discuss budget for training for councillors.

10. ITEMS FOR NEXT AGENDA/LATE ITEMS FOR DISCUSSION ONLY - (Standing Orders: 9b-Agenda items to be received at least 7 clear days before the meeting; 9f-The Proper Officers decision whether to include the items on the agenda shall be final)

11. DATE OF NEXT MEETING