



NORTH WALSHAM TOWN COUNCIL

Minutes of the Finance Meeting

held on 15th April 2025, at Cedar House, New Road, North Walsham NR28 9DE

Present: Cllr Seward, Cllr Brand, Cllr Heinrich,

Town Clerk: Wendy Murphy

Member of Public: None

The meeting opened at 18.30

1. APOLOGIES FOR ABSENCE

Cllr Ginbey,

- 2. 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)
None

- 3. 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)
With a small spelling amendment, it was proposed by Cllr Heinrich and seconded by Cllr Brand and with all in favour, it was RESOLVED to approve the minutes of 4th March 2025

- 4. UPDATE ON MATTERS FROM PREVIOUS MINUTES**
None

- 5. TO RECEIVE INCOME & EXPENDITURE REPORT FOR END OF 24/25 FINANCIAL YEAR WITH COMPARISON BUDGET**
After a discussion it was proposed by Cllr Heinrich and seconded by Cllr Swards and with all in favour it was RESOLVED to accept the Income and Expenditure report for 24/25

- 6. TO RECEIVE STATEMENT OF BANK/INVESTMENT ACCOUNTS AS AT 31.03.2025**
As proposed by Cllr Seward and seconded by Cllr Brand and with all in favour it was Agreed to keep 3 months of working funds in the Current account and transfer all other monies to Savings accounts. The Internal Scrutineer will check Bank Statements each time they do their reporting.

- 7. TO RECEIVE REVISED RESERVE STATEMENT**
As proposed by Cllr Heinrich and seconded by Cllr Brand and with all in favour it was Agreed to accept the Reserve statement. The Clerk with the Head groundsman will look at the current cemetery to find out how soon a new cemetery would be needed.

- 8. TO CREATE AN UPDATE ON THE EXTERNAL FINANCIAL REVIEW TO PUBLISH FOR THE PUBLIC**
This was received and the VAT return will be reviewed by the Finance Committee each quarter. Outsourcing Payroll and Appraisals will be discussed when it is appropriate to do so.

Signed:.....

Date:.....



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9. TO REVIEW FINANCIAL REGULATIONS

As proposed by Cllr Brand and seconded by Cllr Seward and all in favour it was AGREED to look at section 4.2 and review the need for this section

10. TO RECEIVE AND AGREE A GRANT

As proposed by Cllr Heinrich and seconded by Cllr Seward and all in favour it was AGREED to give a grant to North Walsham Fun Day for £750.00

11. 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)

12. DATE OF NEXT MEETING

Tuesday 20th May 18.00

13. TO CONSIDER PASSING A RESOLUTION, IN ACCORDANCE WITH THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 THAT THE PUBLIC AND PRESS TO BE EXCLUDED FROM THE MEETING FOR THE FOLLOWING ITEMS BY REASON OF THE CONFIDENTIAL NATURE OF THE BUSINESS TO BE TRANSACTED

Nothing to note.

Meeting closed at 19.25