



NORTH WALSHAM TOWN COUNCIL

Minutes of the Finance Meeting

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

Present: E Seward (ES), B Wright (BW), R Reid (RR), P Heinrich (PH)

Town Clerk: Wendy Murphy

Member of Public: 0

The meeting opened at 18.30

1. TO RECEIVE APOLOGIES FOR ABSENCE

R Smith (RS) Jess Page (Finance Officer)

2. TO RECEIVE 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)

ES NWIB

PH Good Neighbours

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)

As proposed by PH and seconded BW and with RR abstaining it was agreed to approve minutes of the Finance meeting held on 28th July 2025

4. UPDATE ON MATTERS FROM PREVIOUS MINUTES

None

5. TO RECEIVE RFO REPORT

This was received

6. TO RECEIVE FINANCE REPORTS

6.1 The Reserves statement was received and it was proposed by ES and seconded by BW and with all in favour to amend the vehicle reserve to £10k and the cemetery reserve to £20k and put in a contingency reserve of £120k

6.2 Receipts and Payments 31/08/2025 was received

6.3 An updated budget and projected forecast 2025/2026 – The Clerk and Financer officer will be working on this in October along with a budget for 2026/2027

7. TO RECEIVE UPDATE ON COST CODING STRUCTURE EXERCISE

This will be looked at over the next few months ready to be implemented in 2026/2027

8. TO RECEIVE AN UPDATE ON PENSION ANALYSIS

The clerk confirmed that there had been a few minor discrepancies in 2023/2024 but other than that there were no major issued

Signed:.....

Date:.....



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9. 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)

- Grant Award Policy amendments
- Financial Regulations Policy approved supplier amendments
- Financial Risk Management policy

10. DATE OF NEXT MEETING

4th November 2024

The meeting closed at 19.08

Signed:.....

Date:.....