



NORTH WALSHAM TOWN COUNCIL

Minutes of the Finance Meeting

held on 4th November 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

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

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)

Proposed by BW and seconded by PH and with all in favour the minutes dated 15th September 2025 which had previously been circulated were agreed and signed as a true record.

4. UPDATE ON MATTERS FROM PREVIOUS MINUTES

None

5. TO RECEIVE AND AGREE ANY ACTIONS FROM THE INTERNAL AUDITORS REPORT

It is noted that the website could be updated to improve accessibility. The search facility for documents could be more efficient. As legislation continues to rely more and more on publishing documents and the use of websites, the Council may like to review its current site. Assertion 10 in the Practitioners Guide will need to be implemented before the end of the year. The clerk will look at getting 3 quotes for a new website.

The committee confirmed that they would like to give their thanks to the clerk and her team for the work done in maintaining good financial practices.

6. TO RECEIVE UPDATED BUDGET AND PROJECTED FORECAST 2025/2026

This was received and noted.

7. TO RECEIVE ANY GRANT APPLICATIONS

As proposed by ES and seconded by PH and with all in favour it was agreed to give a £750 grant to North Walsham Business Association to go towards entertainment and lights. It was a condition of the grant that the lights are kept by the association, and a register is maintained.

8. DATE OF NEXT MEETING

Tuesday 2nd December 2025 at 6.30pm

Signed:.....

Date:.....



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9. 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

As proposed by ES and seconded by BW and with PH abstaining it was agreed that the Finance Committee recommends to Full Council the go ahead with Amenity Open Space Asset transfer from NNDC.

It was agreed to look at further assets that belong to NNDC in due course.

Meeting closed at 19.34

DRAFT