



NORTH WALSHAM TOWN COUNCIL

Minutes of the Finance Meeting

held on 8th December 2025, at Cedar House, New Road, North Walsham NR28 9DE

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

Town Clerk: Wendy Murphy

Finance Officer: Jess Page

Member of Public: 0

The meeting opened at 18.30

1. TO RECEIVE APOLOGIES FOR ABSENCE

Apologies were approved from R Smith and R Reid

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)
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)

It was RESOLVED to approve the minutes of the Finance meeting held on 8th December 2025 and sign them as a true record.

4. UPDATE ON MATTERS FROM PREVIOUS MINUTES

The Clerk confirmed that the development of the new website was underway

5. OPEN FORUM FOR PUBLIC PARTICIPATION

(Standing Orders: 3e-Items on this agenda; 3f-Total duration max 15mins; 3g-Max 3mins per person; 3h-Questions do not require a response at this meeting)

No public in attendance

6. TO REVIEW POLICIES - for recommendation to Full Council meeting

- After a review and an amendment, it was RESOLVED to accept the Financial Risk Management Policy
- After a review it was RESOLVED to accept the Grant Award Policy
- After a review it was RESOLVED to accept the Investment Policy
- After a review it was RESOLVED to accept the Reserves Policy
- After a Review it was RESOLVED to accept the Internal Control Policy

7. TO RECEIVE ANY GRANT APPLICATIONS

No Grant applications have been received

8. TO RECEIVE A PROJECTED FORECAST FOR 2025/2026

The Finance Committee reviewed the forecast and all costs for personnel matters will be included. There will be no impact in 2026/2027

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)

Forecast Outturn

Grants

Signed:.....

Date:.....



NORTH WALSHAM TOWN COUNCIL

Minutes of the Finance Meeting

held on 8th December 2025, at Cedar House, New Road, North Walsham NR28 9DE

10. DATE OF NEXT MEETING

Tuesday 3rd March 2026

Meeting closed at 19.11

DRAFT