



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-email 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



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10. DATE OF NEXT MEETING

Tuesday 3rd March 2026

Meeting closed at 19.11

DRAFT