NORTH WALSHAM TOWN COUNCIL

Minutes of the Finance Meeting

held on 22nd September 2026,
at Cedar House, New Road, North Walsham NR28 9DE

Present: E Seward (ES), B Wright (BW), L Eastwick (LE), P Brand (PB),
Town Clerk: Wendy Murphy
Finance Officer: Jess Page
Members of Public: 1

The meeting opened at 18:30pm

1. **TO RECEIVE APOLOGIES FOR ABSENCE**
   Robert 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)
   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)
   The minutes of the meeting held on 22nd September 2026 which had previously been circulated were agreed and signed as a true record

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

5. **OPEN FORUM FOR PUBLIC PARTICIPATION**
   None

6. **TO RECEIVE A VERBAL RFO REPORT**
   The RFO confirmed that she would be cancelling a few invoices from Market Stall holders that had not paid and not turned up to Sunday Markets - Payment is now being asked for in advance of the market

7. **TO RECEIVE SEPTEMBER BANK RECONCILIATION**
   Received and £150,000 to moved to CCLA savings account.

8. **TO RECEIVE AN UP-TO-DATE BUDGETING REPORT**
   Received

9. **TO RECEIVE AN UP-TO-DATE FORECAST STATEMENT**
   Received

10. **TO RECEIVE, REVIEW AND MAKE ANY CHANGES TO FEES**
    Further work is needed for Burial Costs. Referred to next meeting

10. **TO RECEIVE ANY GRANT APPLICATIONS**
    It was agreed to give a grant to North Walsham Christmas Lights Committee for 393.00

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11. TO RECEIVE AND NOTE THE ASSET REGISTER

The Asset Register was noted, and churchyard benches are to be added to it

12. TO RECEIVE AN UP-TO-DATE EARMARKED RESERVE STATEMENT

Received

13. 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)

First Draft Budget

14. DATE OF NEXT MEETING

17th November 2026 6.30pm

Meeting closed at 19.45