NORTH WALSHAM TOWN COUNCIL

Minutes of the Finance Meeting

held on 2nd June 2026, at Cedar House, New Road, North Walsham NR28 9DE

Present: E Seward (ES), B Wright (BW), L Eastwick (LE), P Brand (PB), R Reid (RR)
Town Clerk: Wendy Murphy
Finance Officer: Jess Page
Members of Public: 0

The meeting opened at 18:30pm

1. **<u>TO ELECT A CHAIR OF THE FINANCE COMMITTEE</u>**
   Eric Seward was elected as Chair for the forthcoming year, after a proposal from LE and seconded by BW.

2. **<u>TO ELECT A VICE CHAIR OF THE FINANCE COMMITTEE</u>**
   Bob Wright was elected as Vice Chair for the forthcoming year, after a proposal from LE and seconded by PB

3. **<u>APOLOGIES FOR ABSENCE</u>**
   None

4. **<u>DECLARATIONS OF INTEREST</u>** - (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
   LE – Poppies

5. **<u>TO APPROVE MINUTES OF PREVIOUS MEETING</u>** - (Standing Order: 3t vii-approve resolutions made as an accurate record; Standing Order: 12a-emailed with agenda, taken as read)
   It was **RESOLVED** that the minutes of the Committee Meeting held on 21st April 2026 be agreed and signed as a true record.

6. **<u>UPDATE ON MATTERS FROM PREVIOUS MINUTES</u>**
   None

7. **<u>TO RECEIVE AN UPDATED BUDGET STATEMENT</u>**
   Received and noted

8. **<u>TO RECEIVE AN UPDATED SUMMARY OF RECEIPTS AND PAYMENTS</u>**
   This was received and noted – It was agreed that a summary would be given going forward with more detailed cost centres

9. **<u>TO RECEIVE AN UPDATED EARMARKED RESERVES POLICY</u>**
   This was received and noted.

10. **<u>TO RECEIVE THE INTERNAL AUDIT AND MAKE ANY DECISIONS</u>**
    This was received and missing information will be added to the website as soon as possible

Signed:……………………………………………………………. Date:………………………………………………….

11. TO RECEIVE BANK BALANCES AND AGREE ANY TRANSFERS

It was agreed to move £100k to the CCLA account

12. 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)

Move meeting dates towards the end of the month
Progress Budget splits and cost codes
Asset Register

13. DATE OF NEXT MEETING

21st July 2026 18.30pm

Meeting closed at 19.45pm

14. 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

7. To receive UpToDate staff costs.

These were received and discussed