



Sheringham Town Council
 Sheringham Community Centre
 Holway Road
 Sheringham
 NR26 8NP
 01263 822213
info@sheringhamtowncouncil.gov.uk
www.sheringhamtowncouncil.gov.uk

An ORDINARY MEETING of the FINANCE & GOVERNANCE COMMITTEE was held on Thursday 8th February 2024 at 7pm at Sheringham Community Centre and was attended by the following:

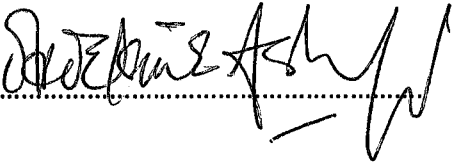
Chair: Cllr Bailey
 Councillors: Cllr Kime, Cllr Ratcliffe, Cllr Langsdon & Cllr Brisbane
 In Attendance: Treena Paul Projects and Finance Assistant
 0 member of the public
 Clerk/Minutes: Sarah Peberday

ITEM	MINUTE	VOTE / ACTION
2024/FG/001	APOLOGIES	
	Cllr Ashcroft - Personal	
2024/FG/002	DECLARATIONS OF INTEREST and DISPENSATIONS	
	The Clerk noted that dispensation requests had been received and agreed for Councillors in attendance.	
2024/FG/003	APPROVAL OF THE MINUTES OF THE PREVIOUS MEETING	
	IT WAS RESOLVED the minutes of the Finance & Governance Meeting Committee meeting held on 24 th October 2023 be approved as a true and accurate record of the meeting and be signed by the Chair.	Proposed: PR Seconded: IK 3 in favour 2 abstentions
	IT WAS RESOLVED the minutes of the Budget setting meeting held on 23 rd November 2023 be approved as a true and accurate record of the meeting and be signed by the Chair.	Proposed: PB Seconded: ML 4 in favour 1 abstention
2024/FG/004	OPEN MEETING	

	No public submissions received.	
2024/FG/005	EXCLUSION OF PRESS AND PUBLIC	
	Pursuant to the provisions of the Public Bodies (Admission to Meetings) Act 1960 as extended by S100 of the Local Government Act 1972 no matters to be heard which would exclude the public.	
2024/FG/006	FINANCE and ACCOUNTS	
	<p>A – IT WAS RESOLVED that the Chair signed the Bank reconciliations.</p> <p>B – IT WAS RECOMMENDED Committee noted the current summary of Investments and Accounts.</p> <p>C – IT WAS RECOMMENDED Committee noted that £400,000 has been invested from Capital into the CCLA account, this was after the 6-month treasury deposit maturity with interest earned £6074.30.</p> <p>D – IT WAS RECOMMENDED Committee noted that the interest earned has been transferred to the Community account on the agreement with PB.</p> <p>E – IT WAS RECOMMENDED Committee noted the Budget v Actual report and receive a verbal update on the forecasted surplus/deficit.</p>	<p>A - D Proposed: PB Seconded: PR All in favour</p> <p>Proposed: PB Seconded: ML All in favour</p>
2024/FG/007	PRECEPT 2024 - 25	
	IT WAS RECOMMENDED Committee noted the precept notice and supporting narrative has been issued to and accepted by NNDC.	Proposed: PR Seconded: SB All in favour
2024/FG/008	TERMS OF REFERENCE	
	<p>MOTION WITHDRAWN</p> <p>It is minuted that it remains unclear at what stage TORs are brought to F & G, but that the documents will return to their parent committee.</p>	
2024/FG/009	GOVERNANCE POLICIES AND PROCEDURES	
	<p>MOTION WITHDRAWN</p> <p>It is minuted that the policy “sign off” review has not taken place (2023/FG/65), PB will assist MA & SB in the project and bring to the next meeting.</p>	PB, SB & MA
2024/FG/010	INTERNAL AUDITOR 6 MONTH REPORT	
	IT WAS RECOMMENDED Committee considered the external auditors report and minuted the consideration of their comments	Proposed: PR Seconded: ML All in favour

2024/FG/0 11	BUDGET 2024/25	
	MOTION WITHDRAWN It is minuted that an update was not available for 2023/FG/62 but the amended document and explanatory paragraph created by committee members will be brought to a later meeting.	
2024/FG/0 12	ANNUAL PARISH MEETING PREPARATION	
	IT WAS RECOMMENDED Committee discussed contents of presentation, predicted questions and visual displays in readiness for the APM.	Proposed: PR Seconded: ML All in favour
2024/FG/0 13	DATE OF NEXT MEETING	
	Ordinary Finance & Governance Meeting 11 th April at 7pm	

The meeting closed at 19:50

Chair  Date: 11/4/24

