

MINUTES of the FINANCE SUB COMMITTEE MEETING of FAKENHAM TOWN COUNCIL
HELD AT FAKENHAM COMMUNITY CENTRE, OAK STREET,
ON MONDAY 18th OCTOBER 2021

PRESENT:

Chairman presiding: Cllr J Holdom

Councillors: Cllrs M Dutton, D Andrews, G Foortse and A Glynn

Town Clerk: L Jennings

	AGENDA	Action (initials)
36	APOLOGIES Apologies were received from Cllr G Acheson	
37	MINUTES On the proposition of, Cllr Holdom, seconded by, Cllr Glynn the minutes of the meeting held on 13 September 2021 were AGREED by all and signed by the Chairman.	
38	MATTERS ARISING: Minute 27 – The Barclaycard machine contract has been renewed for the next 6 months. This will need reviewing in February 2022. Minute 27 – Financial Risk Management Policy – this has been updated and circulated. Minute 19 – Asset Register – The two metal seats outside the Church Lanes end of Queens Road Cemetery would cost approximately £500 each to replace. This has been added to the register. Cllr Holdom to provide to the Clerk an updated copy of the Register. Minute 21 – Finance agendas and minutes onto website – progress is being made. Cllr Holdom felt that the wording on some of the sections was incorrect. She will provide new wording.	 JH JH/MD
39	TO REVIEW FINANCE REPORTS FOR THE MONTHS ENDING 30th September 2021 <ul style="list-style-type: none"> • To receive and review September 2021 receipts and payments for Fakenham Town Council & Charter Market accounts. On the proposition of Cllr Dutton, seconded by Cllr Andrews, these were approved for presentation and approval by Full Council. • To receive and review September 2021 consolidated cash reports for Fakenham Town Council & and Charter Market bank accounts. On the proposition of Cllr Andrews, seconded by Cllr Glynn, these were approved for presentation and approval by Full Council. Cllr Holdom confirmed the matching bank statements. All in favour. 	
40	TO RECEIVE AND DISCUSS THE HERITAGE BOOKLET QUOTATION Following a discussion this item has been deferred to the Development & Market Committee as there were questions to be answered.	Clerk
41	TO RECEIVE DATA AND WORKING SCHEDULE FOR DISCUSSION ON BUDGET 2022-2023 PREPARATIONS	

