



Fakenham Town Council

**A meeting of the FINANCE SUB COMMITTEE WILL BE HELD AT
FAKENHAM CONNECT, OAK STREET, FAKENHAM ON
MONDAY 12th June 2023 at 4.30pm**

A G E N D A

In the interests of openness and transparency, Councillors and Members of the Public are reminded that the law permits any person to film, record, photograph or use Social Media in order to report on the proceedings of a meeting of the Council. The Council request anyone wishing to record the meeting lets the Council know beforehand so appropriate arrangements can be made to facilitate the recording

1. To receive apologies for absence
2. To receive minutes of the Finance subcommittee meeting 17th April 2023
3. To review Matters arising from the Minutes:
 - **Minute 85** (11, 21, 29, 36, 46, 54, 69, 78) – Amendment to the Asset register:
 - **Minute 85** (32, 47, 54, 69, 78) – Bank Mandate update
 - **Minute 85** (81) - Licensing of Rialtas software on the Cloud
 - **Minute 87** – IT Support contract to be reviewed.
 - **Minute 90** – To receive update on increase in price of grass cutting contract.

4. To review finance reports for year ending 31st March 2023

These will be generated at RBS shutdown on 9th June and circulated as soon as possible.

- To review 2022-23 Statutory balance sheet for Fakenham Town Council
 - To review the 2022-23 Statutory Income and Expenditure Report for Fakenham Town Council
 - To review the 2022-23 Statutory balance sheet for the Charter Market
 - To review the 2022-23 Statutory Income and Expenditure Report for The Charter Market
 - To review the 2022-23 Fakenham Recreation Ground Charity Annual report on Trust Funds “To be confirmed by Trustees at the next board meeting”.
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5. To receive the Internal Auditors report from the end of year Internal audit review for the year ending 31st March 2023 and review finance items.

6. Grass Cutting
 - To receive notification of value of NNC grant for grass cutting contract
 - CGM
 1. Price Increase
 2. Review of operations
7. To receive the Internal Controllers Report.
 - Review of operations and access
 - Review of IT contracts
8. To receive the Finance Team Report.
9. To note the date and time of the next Finance Committee meeting: 17th July 2023 at 4:30pm