MINUTES of the FINANCE SUB COMMITTEE MEETING of FAKENHAM TOWN COUNCIL HELD VIRTUALLY BY ZOOM ON MONDAY 8th MARCH 2021

PRESENT:

Chairman presiding: Cllr Holdom

Councillors: Cllrs Acheson, Foortse, Andrews, and Dutton

Town Clerk: L Jennings

	AGENDA	Action
		(initials)
100	APOLOGIES	
100	There were no apologies.	
	There were no apologies.	
	MINUTES	
	Minute 91 – Bullet Point 3 – Should be recorded as follows:	
	An error on the Fakenham Town Council current account finance report had	
	been amended and reissued prior to the meeting.	
	On the proposition of Cllr Holdom, seconded by Cllr Andrews, the minutes of	
	the meeting held on 8 th February 2021 were AGREED by all and will be signed	
	by the Chairman when the Council is next able to meet.	
101	MATTERS ARISING:	
	Minute 90 – The Pension Policy for the NEST Pension Scheme is being	Clerk
	drafted and will be presented to the P & R committee.	
	Minute 97 – Review of Card Reader providers. Cllr Andrews has	
	produced a comparison of providers for Councillor's information. Cllr	
	Andrews will get more information from Barclaycard on the costs of	Deputy
	the Town Council's current card reader. The Deputy Clerk will be	Clerk
	asked for information regarding how much usage and preferences.	
102	TO REVIEW FINANCE REPORTS FOR THE MONTHS ENDING 30st NOVEMBER	
	2020	
	Cllr Dutton queried two payments to Anglian Water for the allotments	
	site at Rudham Stile Lane. Cllr Foortse queried the cost of electricity	
	for Trap Lane which includes the Pavilion and Depot. The costs	
	appear very high. The costs and when the current contract ends will	
	be investigated. The Receipts and Payments report for the Fakenham Town Council account for February were on the proposition of Cllr	
	Acheson, seconded by Cllr Dutton agreed for presentation at the Full	
	Council Meeting. The Receipts and Payments report for the Charter	
	Market for February were on the proposition of Cllr Dutton, seconded	
	by Cllr Andrews, agreed for presentation at the Full Council Meeting.	
	To receive and review the consolidated bank reconciliations with bank	
	balances for Fakenham Town Council accounts were on the	
	proposition of Cllr Acheson, seconded by Cllr Dutton agreed for	
	presentation at the Full Council Meeting. To receive and review the	
	consolidated bank reconciliations with bank balances the Charter	
	Market accounts were on the proposition of Cllr Dutton, seconded by	
	Cllr Acheson, agreed for presentation at the Full Council Meeting.	
103	TO RECEIVE INTERNAL CONTROLLER REPORT	

	In the absence of access to the Town Council office the Internal Controller (IC)	MD
	has been unable to carry out any review of the Financial Risk Assessment. The (IC) is currently working on the Business rates. Cllr Holdom will provide an	JH
	updated summary.	
104	TO REVIEW THE ANNUAL TIMETABLE	
	Current items will be discussed at the next Policy & Resources meeting to be	
	held on Monday 15 March 2021.	
105	TO RECEIVE THE FINANCE TEAM REPORT	
	The. Clerk will contact UK Power Networks regarding the annual consumption	
	certificate. The Clerk will confirm that Fasthosts contracts have been	
	cancelled.	Clerk
106	DATE & TIME OF NEXT MEETING	
	The next meeting will be held on Monday 12 th April 2021.	
	There being no further business the meeting closed at 5.15 pm	
	Confirmed this day of 2021	
	CHAIRMAN	