



Fakenham Town Council

**A meeting of the FINANCE SUB COMMITTEE WILL BE HELD AT
FAKENHAM CONNECT, OAK STREET, FAKENHAM ON
MONDAY 13th February 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 16th January 2023
3. To review Matters arising from the Minutes:
 - **Minute** 54 (11, 21, 29, 36, 46) – Amendment to the Asset register:
 - **Minute** 54 (13, 21, 29, 36, 47) - Updates to publication of amended Finance Regs, Financial Risk Assessment (FRA7) and Standing Orders.
 - **Minute** 54 (32, 47) – Bank Mandate update
4. To review finance reports for month ending 31st January 2023
 - a. Receive and review January 2023 payments and receipts for Fakenham Town Council and Charter Market
 - b. Receive and review January 2023 consolidated bank reconciliation reports for Fakenham Town Council and Charter Market bank accounts.
5. To review actions required by Interim Audit Recommendations reference Dec 2022 minute 58
 1. Improve liaison between Clerk and Finance Team
 2. Information Audit and Fol system
 3. Update names and Titles on Website
 4. New ICO
 5. Formal review of Internal Controls by March 2023
 6. Ensure required publication dates are met.
6. To confirm and record 2023-24 precept demand submitted to NNDC.
7. To recommend approval for payment to reverse the FTC annual insurance recharge to FRGC and to clear the current overdraft covering the annual insurance payment, overdrawn balance and any interest or penalties added.

8. To receive the Finance Team report
9. To note the date and time of the next Finance Committee meeting: Monday 13th March 2023 at 4:30pm