

Action Number	Title	Current Status	Status	Action Owner	Origin in Agenda / Minutes	Notes	
202306	Asset Register	Compare version at July meeting to Excel register	Ongoing	JE	Jul 2023 FinC meeting		
202311	Asset Register	Check updated Asset Register	Ongoing	Members	2023-05-23 FinC minute 23.03.11	Asset Register reconciliation commenced 16 October. All assets will be identified, photographed, what3words location and marked on a	
202312	Asset Register	Update Scribe - add date of acquisition.	Ongoing	Council officers	2023-05-23 FinC minute 23.03.11.1	Work in progress	
202313	Asset Register	old items need to come off & revisit the list to get breakdown on the historic £5k list	Ongoing	Council Officers	2023-05-23 FinC minute 23.03.11,2	Work in progress	
202315	Asset Register	Breakdown into a list of items held at nominal value and others.	Ongoing	Council Officers	2023-05-23 FinC minute 23.03.11.4	Work in progress	
202317	Asset Register	check Sheepcot gates are not duplicated,	Ongoing	Council Officers	2023-05-23 FinC minute 23.03.11.6	21.11.23 All gates being checked by Facilities to confirm which is which	
202401	Asset Register	Merge Roger's photos & what3words locations into Asset Register	Ongoing	JE	Mar 23 FinC mtg	Work in progress	
202308	Internal Audit report	Monitor website	Ongoing	JE	2023-05-23 FinC minute 23.03.10.6	updated June 2024 following advice from Internal Auditor, rolling updates	
202333	Reserves account	Ensure amount in reserves account matches the budgeted reserves	Ongoing	Council Officers	2023-08-08 Fin C	end June TSB reserve £86230.82, Unity £185,835.04( across two accounts) Redwood £85,000 Total £357,065.86 EMR £383,024.94 on 10/07/2024	
202323	TSB Bank access	Setup TSB account access for FinC to approve payment	Ongoing	Council Officers	2023-05-23 FinC minute 23.03.12.4	Mandate accepted and 2 Cllrs on line. Dual authorisation instruction is not yet implemented by TSB.	
202405-5	Investments	Transfer £44,375 from TSB to Cambridge Building Society Council saver (2.9%)	Ongoing	RFO & FC	Investment Strategy	opening in progress, further ID checks requested by CBS	
202405-6	Investments	Identify an account to receive a transfer £85,000 to from TSB	Ongoing	RFO & FC	Investment Strategy	Need to identify and open account first	
202405-7	Investments	Maintain at least £28k (~1/6 of precept) in the 0% TSB current account and the balance kept in the 1.49% TSB reserve account.	Ongoing	RFO & FC	Investment Strategy	ongoing	
202405-8	TSB & Unity	Update signatures	Complete	Council Officers	2024-06-17 FinC	to add new councillors and remove leavers	