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		
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	
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 map.	
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 lir	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	
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.	
202333	**Reserves account**	Ensure amount in reserves account matches the budgeted reserves	Complete	Council Officers	2023-08-08 Fin C	end June TSB reserve £86,230.82, Unity £185,835.04(across two accounts) Redwood £85,000 Total £357,065.86 EMR £383,024.94 on 10/07/2024 Difference £25,959.08 / Investment strategy suprecedes this action - see 202405-7	
202401	**Asset Register**	Merge Roger's photos & what3words locations into Asset Register	Ongoing	JE	Mar 23 FinC mtg	Work in progress	
202406	**TSB & Unity**	Update signatures	Ongoing	Council Officers	2024-06-17 FinC	to add new councillors and remove leavers	
202405-3	**Investments**	Transfer £15,000 from Unity instant access account to a 6-month account with Lloyds (3.5%)	Complete	RFO & FC	Investment Strategy	Different provider to be sought	
202405-4	**Investments**	Transfer £70,000 from TSB deposit account to 6-month account with Lloyds (3.5%)	Complete	RFO & FC	Investment Strategy	Different provider to be sought	
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 6-month account (2 of 2) 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	Investment Strategy	ongoing	
202407-1	**Investments**	Identify an 6-month account (1 of 1 - not Lloyds) to deposit £15,000 from Unity instant access account & £70,000 from TSB	Ongoing	RFO & FC	Investment Strategy		
202407-2	**Investments**	Review spreadsheet with amount in each account and interest rates monthly	Ongoing	RFO & FC	Investment Strategy		