

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 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
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.
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
202405-5	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. <b>Get SE and NM IDs documents verified by mobile solicitor in Woodcote as discussed</b>
202405-6	Investments	Identify an <b>6-month</b> account ( <b>1 of 2</b> ) 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 (2 of 2 - 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	