

Dersingham Parish Council

Dersingham Village Centre
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Dersingham,
King's Lynn,
Norfolk PE31 6LN
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Clerk: Sarah Bristow Chairman: Coral Shepherd

SUMMONS TO ATTEND MEETING OF THE FINANCE & ADMINISTRATION COMMITTEE

15 September 2020

Dear Councillor

Notice is given that a meeting of the Finance & Administration Committee will be held on Monday 21 September 2020 at 7.00pm Virtually via Zoom.

Yours faithfully

A handwritten signature in black ink, appearing to read 'S Bristow'.

Parish Clerk

AGENDA

1. **To consider apologies for absence**
2. **To receive Declarations of Interest.**
Please indicate if there are any interests, which should be declared. A declaration of an interest should indicate the nature of the interest (if not already declared on the Register of Interests) and the agenda item to which it relates. If a disclosable pecuniary interest is declared, the member should withdraw from the room whilst the matter is discussed.
3. **Minutes of the Meeting held on the 9 March 2020.**
 - a) Approve the Minutes
 - b) Matters Arising from the Minutes
4. **Current Financial Position**
 - a) Whole Council Budgets
 - b) Age Debtors
 - c) Reserves
 - d) VAT
5. **Internal Audit**
 - a) Appointment of Auditor for 2020/21.
6. **Standing Orders**
Covid 19 Legislation Cover.
7. **Financial Regulations**
Procurement Procedures

- 8. Telephone Contract**
- 9. Bank Accounts**
 - a) Barclays – Payment Authorisation**
 - b) NS&I – Mandate Update**
- 10. Dersingham Centre
Committee to receive update from Cllr M Shepherd**
- 11. Climate Change**
- 12. Correspondence Received**
- 13. Items for inclusion at the next meeting**
- 14. Items for the Website**
- 15. Date and time of next meeting
Monday 12 October 2020 Virtually Via Zoom.**