

Dersingham Parish Council

Dersingham Village Centre,
83 Manor Road,
Dersingham,
King's Lynn, PE31 6LN
Tel: 01485 541465 Email: bm@dersingham.org.uk

**FINANCE AND ADMINISTRATION COMMITTEE MEETING**

4th June 2024

Dear Councillor,

You are hereby summoned to attend a meeting of the Finance and Administration Committee to be held on Monday 10th June at 7.00pm in the Loft, Dersingham Village Centre.

Members of public are welcome to attend.

Karen Orgill – Business Manager

AGENDA

1. To elect the Chairman of the Finance and Administration Committee and to receive the Chairman's Declaration of Acceptance of Office
2. To elect the Vice-Chairman of the Finance and Administration Committee and to receive the Vice-Chairman's Declaration of Acceptance of Office
3. To consider apologies for absence
4. 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.
5. Open the meeting to allow Public Participation
6. To approve the minutes of the Finance and Administration Committee Meeting held on the 13th May 2024
 - (a) To approve the minutes
 - (b) To review action list
 - (c) To consider matters arising
7. To review Committee Terms of Reference
8. Current financial position
 - (a) IAC monthly report
 - (b) Whole council budgets

- (c) Aged debtors
- (d) Reserves

9. Internal Audit Report 2024 - Final
10. Insurance Review
11. Business Manager Updates
 - (a) Contract Register – Progress Update
12. Community Action Norfolk
13. Correspondence
14. Items for inclusion on the next agenda
15. Date of next meeting - Monday 8th July at 7pm in the Loft

EXCLUSION OF THE PRESS AND PUBLIC

To consider passing the following resolution: "That by virtue of the provisions of Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960, the public be excluded during discussion of the following business on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

16. Leases Update
 - (a) Update on Sports Ground Lease
 - (b) Update on Queen Elizabeth II Jubilee Hall Lease