

Dersingham Parish Council

Dersingham Village Centre,
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Dersingham,
King's Lynn, PE31 6LN
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**FINANCE AND ADMINISTRATION COMMITTEE MEETING**

7th May 2024

Dear Councillor,

You are hereby summoned to attend a meeting of the Finance and Administration Committee to be held on Monday 13th May at 7.00pm in the Loft, Dersingham Village Centre.

Members of public are welcome to attend.

Karen Orgill – Business Manager

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. Open the meeting to allow Public Participation
4. To approve the minutes of the Finance and Administration Committee Meeting held on Monday 15th April 2024
 - (a) To approve the minutes
 - (b) To review action list
 - (c) To consider matters arising
5. Current financial position
 - (a) IAC Monthly Report
 - (b) Whole council budgets
 - (c) Aged debtors
 - (d) Reserves
 - (e) End of Year Review
6. Review Standing Orders
7. Review Financial Regulation

8. IT update
9. Feedback from Internal Auditor
10. Business Manager Updates
 - (a) Risk Register – Progress Update
 - (b) Contract Register – Progress Update
11. Adoption of new Risk Register - May 2024
12. Grant Application from Dersingham Task Force
13. Correspondence
14. Items for inclusion on the next agenda
15. Date of next meeting - Monday 10th June 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
17. Quotations for the purchase Cardiac Science Powerheart G5 with CPR feedback and child pads for the Queen Elizabeth II Jubilee Hall