

**Dersingham Parish Council**

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

8<sup>th</sup> July 2025

Dear Councillor,

You are hereby summoned to attend a meeting of the Finance and Administration Committee to be held on Monday 14<sup>th</sup> July 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 the 9<sup>th</sup> June 2024**
  - (a) To approve the minutes
  - (b) To review action list
  - (c) To consider matters arising
5. **Current financial position**
  - (a) IAC monthly and quarterly report
  - (b) Whole council budgets
  - (c) Aged debtors
  - (d) Reserves
6. **IT Update**
  - 6.1 **Update on Information Technology Policy**
7. **Committee Spending Plans 2025-2026**

8. **Review of Risk Register**
9. **Business Manager Update**
  - 9.1 Defibrillator Checks
  - 9.2 Bleed Kits
  - 9.3 DVCA photocopying invoice
10. **Correspondence**
11. **Items for inclusion on the next agenda**
12. **Date of next meeting** - Monday 8<sup>th</sup> September 2025 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.

13. **Leases Update**
  - 13.1 Update on Sports Ground Lease
  - 13.2 Update on Queen Elizabeth II Jubilee Hall Lease
14. Quotations for Insurance Renewal
15. Quotations for Photocopying Charges