

**Dersingham Parish Council**

Dersingham Village Centre,  
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Dersingham,  
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**FINANCE AND ADMINISTRATION COMMITTEE MEETING**

2nd September 2025

Dear Councillor,

You are hereby summoned to attend a meeting of the Finance and Administration Committee to be held on Monday 8<sup>th</sup> September 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 14<sup>th</sup> July 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
6. **Changes to AGAR Return for 2025/26**
7. **IT Update and update on Information Technology Policy**

8. **Committee Spending Plans 2025-2026**
9. **NARS/EAAA - CPR and Defib training**
10. **Grants**
  - 10.1 Request for grant increase to Dersingham Sportsground Association
  - 10.2 Release of payments to Church and DSGA
11. **Asset Register update process**
12. **Internal Auditor for 2025/26 Accounts**
13. **Business Manager Report**
  - 13.1 Defibrillator Checks
  - 13.2 DVCA photocopying invoice
14. **Correspondence**
15. **Items for inclusion on the next agenda**
16. **Date of next meeting** - Monday 13<sup>th</sup> October 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.

17. **Leases Update**
  - 17.1 Update on Sports Ground Lease
  - 17.2 Update on Queen Elizabeth II Jubilee Hall Lease