

Dersingham Parish Council

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

7th October 2025

Dear Councillor,

You are hereby summoned to attend a meeting of the Finance and Administration Committee to be held on Monday 13th October 2025 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 8th September 2025**
 - (a) To approve the minutes
 - (b) To review action list
 - (c) To consider matters arising
5. **Current financial position**
 - (a) IAC monthly report
 - (b) Monthly and Quarterly reports
 - (c) Aged debtors
 - (d) Reserves
6. **Update on AGAR Return for 2024/25**
7. **IT Update and update on Information Technology Policy**

8. **Committee Spending Plans 2025-2026**
9. **Edge accounts – Update on change from Receipts and Payments to Income and Expenditure**
10. **Proposed Realignment of Reserves**
11. **New Savings Account**
12. **Budget Setting for 2026/2027**
13. **Business Manager Report**
 - 13.1 Defibrillator Checks
 - 13.2 Update on photocopier usage/replacement
 - 13.3 Update on CPR and Defibrillator training
14. **Correspondence**
15. **Items for inclusion on the next agenda**
16. **Date of next meeting** - Monday 10th November 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 Sportsground and lease
 - 17.2 Update on Queen Elizabeth II Jubilee Hall Lease
18. **Quotations for drainage works and cutting back of hedges on the Sports field**