

Dersingham Parish Council

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

3rd February 2026

Dear Councillor,

You are hereby summoned to attend a meeting of the Finance and Administration Committee to be held on Monday 9th February 2026 at 7.00pm in the Garden Room, 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 Monday 12th January 2026**
 - (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 reports
 - (c) Aged debtors
 - (d) Reserves
6. **IT Update**
 - 6.1 Cyber Essentials
7. **Clearing of the ditch at the Sports Ground**

8. **Parish Infrastructure Investment Plan**
9. **Business Manager Report**
 - 9.1 Defibrillator Checks
 - 9.2 Disposal of Office Equipment
 - (i) Guillotine – broken and replacement not required
 - (ii) Laminator – wire splitting and new laminator to be purchased
10. **Correspondence**
11. **Items for inclusion on the next agenda**
12. **Date of next meeting** - Monday 9th March 2026 at 7pm in The Garden Room

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 Sportsground lease
 - 13.2 Update on Queen Elizabeth II Jubilee Hall Lease