

**Dersingham Parish Council**

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

2<sup>nd</sup> June 2026

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> June 2026 at 7.00pm in The Loft, Dersingham Village Centre.

Members of public are welcome to attend.

*Karen Orgill* – Business Manager

**AGENDA**

1. **To elect the Chairman of the Finance and Administration Committee**
2. **To elect the Vice-Chairman of the Finance and Administration Committee**
3. **To consider apologies for absence**
4. **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.
5. **Open the meeting to allow Public Participation**
6. **To approve the minutes of the Finance and Administration Committee Meeting held on the Monday 11<sup>th</sup> May 2026**
  - (a) To approve the minutes
  - (b) To review action list
  - (c) To consider matters arising
7. **To review Committee Terms of Reference**
8. **Current financial position**
  - (a) IAC monthly reports
  - (b) Monthly financial reports
  - (c) Aged debtors
  - (d) Reserves

9. **2025-2026 Year-end Financial Position**
10. **New policies**
  - (a) Investment Policy
  - (b) Reserves Policy
11. **Premises Licence Application – The Pastures, 63 Manor Road**
12. **IT Update**
13. **Small Grants**
  - (a) Citizens Advice Norfolk
  - (b) Dersingham Choir
14. **Business Manager Report**
  - (a) Defibrillator Checks
15. **Correspondence**
  - (a) NALC Membership
16. **Items for inclusion on the next agenda**
17. **Date of next meeting – Monday 13<sup>th</sup> July 2026 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.

18. **Leases Update**
  - (a) Update on Sportsground lease
  - (b) Sports Pavilion update
  - (c) Update on Queen Elizabeth II Jubilee Hall Lease
    - (i) Works Request
19. **Quotations for replacement photocopier**
20. **Village Centre Costs**