

Dersingham Parish Council

Dersingham Village Centre,
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Dersingham,
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FINANCE AND ADMINISTRATION COMMITTEE MEETING

7th July 2026

Dear Councillor,

You are hereby summoned to attend a meeting of the Finance and Administration Committee to be held on Monday 13th July 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 8th June 2026**
 - (a) To approve the minutes
 - (b) To review action list
 - (c) To consider matters arising
5. **Current financial position**
 - (a) IAC Monthly and Quarterly Reports
 - (b) Monthly financial reports
 - (c) Aged debtors
 - (d) Reserves
6. **IT Update**

7. **Purchase of IT Equipment**
 - (a) iPad for use by Councillor
 - (b) Carry case for Meeting Owl
 - (c) Any Other Item
8. **Asset Valuation Policy**
9. **Data (Use and Access) Act 2025** – Consider process for responding to complaints
10. **Business Manager Report**
 - (a) Defibrillator Checks
11. **Correspondence**
12. **Items for inclusion on the next agenda**
13. **Date of next meeting** – Monday 14th September 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.

14. **Leases Update**
 - (a) Update on Sportsground lease
 - (b) Sports Pavilion update
 - (c) Update on Queen Elizabeth II Jubilee Hall Lease and Rent Review
15. **Zurich Insurance Renewal**