Dersingham Parish Council
Dersingham Village Centre,
83 Manor Road,
Dersingham,
King's Lynn, PE31 6LN
Tel: 01485 541465 Email: bm@dersingham-pc.gov.uk

FINANCE AND ADMINISTRATION COMMITTEE MEETING

3rd November 2026

Dear Councillor,

You are hereby summoned to attend a meeting of the Finance and Administration Committee to be held on Monday 9th November 2026 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 Monday 12th October 2026**
   (a) To approve the minutes
   (b) To review action list
   (c) To consider matters arising

5. **Current financial position**
   (a) IAC Monthly
   (b) Monthly financial reports
   (c) Aged debtors
   (d) Reserves

6. **IT Update**

7. **Budget Setting for 2027/2028**

8. **Sports Pavilion Project update**

9. **Business Manager Report**
   (a) Defibrillator Checks
   (b) Revised Complaints Policy to incorporate the Data (Use and Access) Act 2025
   (c) Review of printing charges for DVCA
   (d) Review of printing usages for the Parish Council Office

10. **Correspondence**

11. **Items for inclusion on the next agenda**

12. **Date of next meeting** – Monday 7th December 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.

13. **Leases Update**
   (a) Update on Sportsground lease
   (b) Update on Queen Elizabeth II Jubilee Hall Lease and Rent Review