

Dersingham Parish Council

Dersingham Village Centre
83 Manor Road
Dersingham,
King's Lynn,
Norfolk PE31 6LN
01485 541465
E-mail: clerk@dersingham.org.uk



Clerk: Sarah Bristow Chairman: Coral Shepherd

SUMMONS TO ATTEND MEETING OF THE FINANCE & ADMINISTRATION COMMITTEE

27 May 2019

Dear Councillor

Notice is given that a meeting of the Finance & Administration Committee will be held on Thursday 13 June 2019 at 7.00pm at Dersingham Centre, Dersingham.

Yours faithfully

A handwritten signature in black ink, appearing to read 'S Bristow', written over a horizontal line.

Parish Clerk

AGENDA

1. Election of Chair for this Committee
2. Election of Vice Chair for this 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. **Minutes of the Meeting held on the 11 April 2019.**
 - a) **Approve the Minutes**
 - b) **Matters Arising from the Minutes**
6. **Terms of Reference**
7. **Current Financial Position**
 - a) **Whole Council Budgets**
 - b) **Age Debtors**
 - c) **Reserves**
 - d) **VAT**
 - e) **Minor Grants – booklet – NARS**
 - f) **Internal Audit Control Officer**
8. **End of Year Accounts**

a) Agar Form

- 9. Lease – Dersingham Centre**
- 10. Outstanding Work – Dersingham Centre**
- 11. Internal Auditor/Internal Audit**
- 12. Asset Register Review**
- 13. Review Standing Orders**
- 14. Review Finance Regulations**
- 15. Correspondence Received**
 - A Letter from Barclays**
 - b. Email Re Exit Payments Cap**
- 16. Items for inclusion at the next meeting**
- 17. Items for the Website**
- 18. Date and time of next meeting**
Thursday 11 July 2019 at 7.00pm At Dersingham Village Centre.