

***NOTE:** In the case of non-members, this agenda is for information only

DEREHAM TOWN COUNCIL

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25th May 2023

To All Members of the Finance and Governance Committee

Councillors, S Green, H Clarke, P Duigan, L Monument & P Morton.

Dear Councillor

You are hereby summoned to attend the next meeting of the **Extraordinary Finance & Governance Committee** to be held at the **Dereham Memorial Hall** on **Tuesday 30th May 2023 at 7.30pm** to consider the items on the agenda below.

Yours faithfully

Stuart Green

Councillor S Green

Members requiring further information, or with specific questions, are asked to raise these with the appropriate officer at least two working days before the meeting. If the information requested is available, this will be provided, and reported to Council.

A G E N D A

1. To receive apologies for absence.
2. Declaration of Interest.
In accordance with the Localism Act 2011, Members are asked at this stage to declare any Disclosable Pecuniary Interests or Other Registerable Interests; as defined by the Code of Conduct adopted by the Council. Councillors shall declare such interest as soon as it becomes apparent, disclosing the nature and extent of those interests. Failure to disclose any Disclosable Pecuniary interests or to knowingly give false or misleading information is a criminal offence under section 34 of the Localism Act 2011.
3. **To elect a Chairman.**
4. **To elect a Vice Chairman.**
5. **To consider grant applications**

- 6. To review expenditure against budget**
- 7. To review policies.**
 - a. Financial Risks
 - b. Operational Risks
 - c. Internal Audit Plan
 - d. Internal Auditor's Terms of Reference
- 8. To appoint internal Auditor for 2023/24.**
- 9. To review internal Auditor's report.**
- 10. To review Year-End reports:**
 - a) Bank Reconciliation.
 - b) Income and Expenditure Account
 - c) Balance Sheet
 - d) Investments and Loans
 - e) Movement to and from reserves
- 11. To review 5-year projects and capital budgets.**
- 12. To review Annual Return for 2022/23**
 - a) Annual Return section 1 Annual Governance Statement
 - b) Annual Return section 2 Accounting Statement
- 13. To consider request for parking at rear of Memorial Hall.**
- 14. Exclusion of press and public**

To pass a resolution to exclude the Press and Public from the meeting on the grounds that the Business to be transacted is confidential and publicity would be prejudicial to the public interest.
- 15. To consider actions regarding boundary at Cherry Lane Allotments**