

DEREHAM TOWN COUNCIL

6th September 2022

At a meeting of the **Finance & Governance Committee** held on **Tuesday 6th September 2022**.

Present: Councillors S Green (Chairman), H Clarke, P Duigan, A Greenwood, H King and L Monument (substitute for T Monument)

Also present: Town Clerk Tony Needham.

1. **Apologies for Absence.**

Apologies for absence were received from Councillors P Morton and T Monument.

2. **Declaration of Interest.**

There were no declarations of interest.

3. **To consider grant applications.**

Organization	Amount recommended	Purpose	Comment
Dereham Theatre Company	£500	Chaperone training and licensing	To make the applicants aware that there is no guarantee that they would get funding for the same purpose in the future.
Toftwood Village Hall	£500	Replacement Doors	To check that the damaged doors are not covered by insurance or damages deposit.

4. **To report on income against expenditure**

The income and expenditure account was presented with the Clerk's report and discussed.

5. **To review 4-year Project and Capital budget**

The Income and Expenditure account was discussed

6. **Review of Financial and Management Risk Assessments (FMRA) 1,2 and 4.**

The Clerk explained how with FRMA 4 it needed reconsidering because the Council had moved from a position of making nearly all payments by cheque with two Councillors signatures before the pandemic to a one of nearly all payments now being made electronically.

FRMA 4 has now been reviewed and a system put in place whereby all electronic payments always require two members of staff, one person to set the payment up and another to authorize the payment after the payments to be made has been seen by Councillors.

This change would need to be written into Financial Regulations the next time these are reviewed.

Chairman