

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

## **DEREHAM TOWN COUNCIL**

**Assembly Rooms, Québec Street, Dereham, Norfolk NR19 2DJ**

**Telephone: Dereham (01362) 693821 Fax: (01362) 693405**

**E-mail: [generalenquiries@derehamtowncouncil.org](mailto:generalenquiries@derehamtowncouncil.org)**

**Web Site: [www.derehamtowncouncil.info](http://www.derehamtowncouncil.info)**

20<sup>th</sup> May 2022

### **To All Members of the Finance and Governance Committee**

Councillors, S Green, H Clarke, P Duigan, T Monument, A Greenwood & P Morton.

Dear Councillor

You are hereby summoned to attend the next meeting of the **Finance & Governance Committee** to be held at the **Dereham Memorial Hall** on **Tuesday 7th June 2022 at 7pm** to consider the items on the agenda below.

Yours faithfully

*A N Needham*

**Mr A N Needham  
Town Clerk**

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 and Chairman.
4. To elect a Vice Chairman.

- 5. To consider grant applications**
- 6. To review expenditure against budget**
- 7. To review ear-marked**
- 8. To review 4-year projects and capital budgets.**
- 9. To review policies.**
  1. Financial Risks
  2. Operational Risks
  3. Internal Audit Plan
  4. Internal Auditor's Terms of Reference
- 10. To receive Internal Auditor's Report**
- 11. To appoint internal Auditor for 2023/24**
- 12. 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
- 13. To review Annual Return for 2021/22**
  - f) Annual Return section 2 Accounting Statement
  - g) Annual Return section 1 Annual Governance Statement