

DEREHAM TOWN COUNCIL

2nd June 2026

At a meeting of the **Finance & Governance Committee** held on **Tuesday 2nd June 2026** at the Memorial Hall.

Present: Councillors S Green (Chairman), P Duigan, A Greenwood, R Jamieson & P Morton.

Also present: Councillor A Keats and Town Clerk T Needham.

1. **To receive apologies for absence.**
Apologies for absence were received from Councillor L King.
2. **Declaration of Interest.**
There were no declarations of interest.
3. **To elect a Chairman.**

Councillor P Duigan proposed Councillor S Green, seconded by Councillor P Morton; there were no other nominations. It was agreed that Councillor S Green be appointed Chairman of the Finance & Governance Committee 2026/27.

4. **To elect a Vice Chairman.**

Councillor P Duigan proposed Councillor A Greenwood, seconded by Councillor S Green; there were no other nominations. It was agreed that Councillor A Greenwood be appointed Vice Chairman of the Finance & Governance Committee 2026/27.

Councillor A Greenwood joined the meeting.

5. **To consider grant applications.**

The Committee recommended that a grant of £750 be awarded to the Dereham Cricket Club towards improvements to insulation and new flooring.
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6. **To review income against expenditure to 31st March 2026**

The Committee reviewed the income and expenditure with explanations and raised the following questions which could not be answered at the meeting.

Additional questions	Comment following the meeting
122 General – grant income £2,360	£360 RBL returning Grant not spent. £2,000 from Friends of Memorial Hall.
57- Electricity (Markets)	These are metered supplies, 4 years ago the expenditure was nearer £2,000 this has been reducing each year; possible due to less usage by traders.
106 Other new street furniture. Receipt of £17,958.	This represents a grant from NCC for bus shelters. This should have been transferred to

	an earmarked reserve to purchase bus shelters. This has now been done with balances adjusted accordingly.
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The Committee requested that:

- a) Publications and subscriptions be reviewed at the next finance and Governance meeting.
- b) That cash deposits be reviewed to optimize interest payments.

The Committee recommended that there no longer be a specific budget line for CAB and that the budget allocated be rolled into the General grant budget for 2026/27.

7. **To review 4-year project and capital.**

The 4-year project and capital budget was reviewed and confirmed changes since last review

8. **To review Internal Audit Plan.**

The internal Audit Plan was reviewed; the committee agreed to review the investment Strategy be reviewed at the same time as the Financial Regulations.

9. **To review Financial and Operational Risk and Risk Register. These were reviewed.**

The Committee recommended that the Local Government Resource Centre be approached to conduct a thorough review of the Financial and Management Risk Assessment.

With regards to Operational Risk 10 – it was recommended that both NPTS and Norfolk ALC be considered as providers of whole Council training and induction and that two sessions be arranged one session soon after election and another 6 months later.

10. **To review Internal Auditors Terms of Reference.**

The Internal Auditors Terms of Reference was reviewed.

The Committee recommended that the Local Government Resource Centre be approached to conduct a thorough review of the Internal Auditors Terms of Reference.

11. **To appoint Internal Auditor.**

Being Satisfied that Mr R Goreham is sufficiently independent of both Councillors and staff and is suitably experienced:

The Committee recommended that Mr R Goreham be appointed internal Auditor for 2026/27 and that a different internal auditor be appointed from 2027/28.

The reason for the recommendation is that; while Mr Goreham has provided excellent service and is highly recommended as an Internal Auditor, the Committee felt there would be benefit and merit in bringing an alternative perspective to the internal audit.

12. To review Year end Documents

The following documents were reviewed.

- a) To review Internal Auditor's Report.
- b) To receive all bank reconciliation
- c) To review borrowing and CCLA investments
- d) To review movement to and from reserves
- e) To review income and expenditure account
- f) To review explanation of variances
- g) To review balance sheet
- h) To review AGAR section 1 Annual Governance Statement
The Committee noted that with regard to Assertion 10. work to the website has improved its accessibility for visually impaired. Work would continue with Community Car Scheme pages being prioritised and the Council would look to identify visually impaired individuals who could test the website and identify areas for improvement.
- i) To review AGAR section 2 Accounting Statement

13. To review Financial Regulations and Investment Policy.

The Financial Regulations and Investment Policy were reviewed.

The Committee recommended that the Local Government Resource Centre be approached to conduct a thorough review of the Financial Regulations to check that they are compliant with current legislation and guidance.

Chairman