

## DEREHAM TOWN COUNCIL

5<sup>th</sup> April 2022

At a virtual meeting of the **Finance & Governance Committee** held on **Tuesday 5<sup>th</sup> April 2022**.

**Present:** Councillors P Morton (Deputy Chairman), P Duigan, A Greenwood, H King and L Monument (Sub for T Monument)

**Also present:** Town Clerk Tony Needham

**1. To receive apologies for absence.**

Apologies were received from Councillors S Green and T Monument.

**2. Declaration of Interest**

Councillor Clarke and Councillor Greenwood declared interests as they are allotment holders.

**3. To consider grants applications.**

The Committee recommended the following grants

Organisation	Purpose	Amount	Comment
Norfolk CAB	Running costs	£4,500	The Committee would like to see some details of grants provided from Parish Councils where the residents may make use of CAB.
Dereham Community Litter Pick Group	Insurance and equipment.	£1,000	
Dereham Band	Summer concerts	£450	To specify 2 concerts, make the band aware that the QMG may be closed over the summer so they may need to consider alternative locations such as EF Garden.
Dereham Community Crafters	Queens Jubilee summer project	£500	
Men's Shed	Funds to help set up workshop.	£1,000	
Dereham Meeting Point	Electric sliding Door	£1,000	The Committee was sympathetic to the project and would like to be kept updated on fundraising progress.

Dereham Heritage Trust	Dendrochronology of timbers		<p>The committee asked for further information with regards to:</p> <ul style="list-style-type: none"> <li>• The value any dating of the timbers would add to the existing body of knowledge.</li> <li>• Whether all the existing archives been exhausted.</li> </ul>
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The Committee recommended that, because this committee meeting had been put back from March that the value of any grants approved from this Committee be carried forward into the 2021/22 financial year so that the budget in 2022/23 is not depleted.

**4. Review expenditure against budget**

Expenditure against budget was reviewed, the Clerk provided explanation of variances within budgets.

**5. To review 5 year, projects and capital budget**

This was reviewed along with building capital repairs and the play areas 5-year plan.

**6. To review internal Auditor's report.**

This was received and noted.

**7. To Consider Repairs.**

The repairs listed in the report along with repairs to the cemetery shelter ridge were discussed approved.

**8. Review Financial Regulations**

The Committee recommended removing regulation 20 from the Financial Regulations because this is a repeat of the Grant Policy.

**9. Review Standing Orders**

This was reviewed with no additional changes.

**10. To Review Insurance Schedule**

The Committee reviewed the insurance schedule and made the following recommendations:

That the insurance value for:

- The chain of office be increased and the Clerk to discuss the appropriate valuation with the Zurich based on replacement value.
- Bar stock increased to £2,000

**11. To consider re-valuing Council buildings for insurance purposes**

The Committee considered the valuation of its buildings and the recommendation that these are revalued.

<p>It was recommended that the Council have the Assembly Rooms and Memorial Hall valued for insurance purposes, the committee would then consider further valuations once this had been carried out.</p>
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**12. To Review Asset Register**

The Asset register was reviewed.

**13. Update Balanced score card**

The Council discussed the balanced score card noted that a review would be held on the 31<sup>st</sup> May.

**Chairman**