

DEREHAM TOWN COUNCIL

4th September 2018

At a meeting of the **Finance & Governance Committee** held in the Assembly Rooms on **Tuesday 4th September 2018**.

Present: Councillors H Bushell (Chairman), H Clarke and P Duigan.

Also in attendance the Town Clerk Tony Needham and Councillor P Morton

1. **To receive apologies for absence.**
Apologies for absence were received from Councillors R Hambidge and L Monument.
2. **Declaration of Interest.**
There were no declarations of interest.
3. **To consider Grants.**
The committee recommended the following grants:

Organisation	amount	Purpose	Comment
Toftwood saints:	£500	Run a football festival in October Half Term and then every school holiday	Ensure the applicant is aware that this is a one off grant for one event.

4. **To review grant policy.**
The committee made some minor changes to the wording.

The committee recommended that a new criterion be included under condition 6 that where a grant has been awarded that the organisation report back on the success of the activity and any lessons learnt.

5. **Report on expenditure against budget.**
The committee reviewed the expenditure against budget and were content with the Clerks explanation on variances.

The committee recommended that some underspend from 2017/18 be carried forward for the brochure so that a late invoice from 17/18 and paid in 18/19 would not count against the grant to the FoDMH to produce brochures. That the FoDMH must produce copies of invoices when they are reporting at the end of the financial year.

6. **Review 5 year Projects Budget.**
This was reviewed.

7. **Update on capital building repairs.**

This was reviewed.

It was recommended that repairs to the Assembly Rooms roof at a cost of £1,349 be carried out ASAP and that the funding for the repair should come from the Headborough Trust.

8. **Review Petty Cash expenditure.**

This was reviewed

9. **Exclusion of Press & Public**

Proposed by Councillor H Bushell seconded by Councillor P Duigan it was agreed 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

10. **Update on claims for liability.**

In reviewing all aspects of the possible liability and taking advice from the Council's solicitor into consideration,

The committee recommended that the Council follows the advice of the solicitor: that the Council does not believe that it has any liability with regard to potential flooding of the property. That the Clerk write to the property owner explaining the reasons why and that a file is retained by the Council.

Chairman