

# KESSINGLAND PARISH COUNCIL



Councillors are summoned to attend an Extra-Ordinary meeting of the  
**Finance & Governance Committee**  
**At 10.30am on Wednesday 31<sup>st</sup> March 2025**  
to be held in the Council Chamber, Marram Green

## AGENDA

### 145. Welcome

To welcome and explain the meeting protocol.

### 146. Apologies for Absence

To receive and consider acceptance of any apologies for absence.

### 147. Declarations of Interest

To receive Declarations of Disclosable Pecuniary and Non-Pecuniary Interests from Councillors on items on the agenda and to note that there are no written requests and grants of dispensations for Disclosable Pecuniary Interests.

Cllr Green in respect of his role as district councillor.

Cllr McLean in respect of Kessingland Sports & Social Centre & Kessingland CofE Primary Academy.

### 148. Minutes of the previous meeting

To receive and consider the minutes of the Finance & Governance Committee meeting held on 12<sup>th</sup> March 2025.

### 149. Banking

149.1 To receive the RFO monthly report.

149.2 To note the current balances from the report.

149.3 To note the payments made via direct debit and standing order from the report.

149.4 To note the payments made under delegated responsibility from the report.

149.5 To note payments made via council business cards from the report.

149.6 To note payments made via petty cash from the report.

### 150. Payments

150.1 To consider any payments for authorisation as detailed with the RFO's monthly report.

### 151. Accounts and Audit

151.1 To receive an update regarding the KPC events account.

151.2 To note the Barclays Maintenance account mandate has now been updated and new signatories have been appointed.

- 151.3 To note the internal audit 2024-25 has been booked for week commencing 2<sup>nd</sup> June 2025.

#### 152. Other financial matters

- 152.1 To consider the 2024-25 risk assessment.  
152.2 To review the revised KPC Financial Regulations.  
152.3 To consider hiring a band for an event in the summer (Confidential).  
152.4 To consider a funding request from Mens Shed towards a defibrillator (Confidential).  
152.5 To consider a grant request from Centre 81. (Confidential).  
152.6 To consider an additional funding request from Mates on Mondays. (Confidential)

#### 153. Governance

- 153.1 To review the three policies that have been circulated – Code of Conduct, Disciplinary Policy & Procedure and Disciplinary Rules.

#### 154. Date of next meeting

The date of the next meeting will be Wednesday 8<sup>th</sup> May 2025 at 10.30am.

#### 155. Items for the next agenda

To note that items for the next agenda need to be with the Clerk by 5pm on the 25<sup>th</sup> April 2025.

#### 156. Exclusion of the Press and Public

*That in accordance with the Public Bodies (Admission to Meetings) Act 1960 and the Local Government Act 1972 (Sections 100 and 102), the public and press be excluded for the remaining items of business due to the confidential nature of the business to be transacted including contractual and personnel related matters.*

- 152.3 To consider hiring a band for an event in the summer (Confidential).  
152.4 To consider a funding request from the Mens Shed towards a defibrillator (Confidential).  
152.5 To consider a grant request from Centre 81. (Confidential).  
152.6 To consider an additional funding request from Mates on Mondays. (Confidential).

#### 157. Close of Meeting