



CAISTER-ON-SEA

CAISTER-ON-SEA PARISH COUNCIL
The Council Hall, 1 Yarmouth Road, Caister-On-Sea,
Great Yarmouth, Norfolk, NR30 5DL
Office opening times:
Monday-Thursday 9.30-12.30
Clerk: 07873 756 239 RFO/Burials Clerk: 07751 444 904 Office: 01493 738 474

FINANCE COMMITTEE MEETING – 19 JANUARY 2026

I give notice of a Finance Committee meeting and invite parishioners to attend.
The meeting will be held at The Council Hall, 1 Yarmouth Road, Caister, Norfolk, NR30 5DL
on Monday 19 January 2026 at 7pm.

K L Barker

Karina Barker
Parish Clerk
13 January 2026

AGENDA

- 1. To consider apologies for absence**
- 2. Declarations of interest not previously disclosed**
- 3. To approve the minutes of the previous meeting held on 17.11.25**
- 4. Income and Expenditure Review to 31 December**
- 5. Budget Spend Year to Date**
- 6. Internal Audit 2025 Recommendation Review**
- 7. Policy and Risk Assessment Reviews**
 - Financial Regulations
 - Financial Risk Assessment
 - Internal Controls
 - Reserves Policy
 - Hall Hire Terms and Conditions
 - Finance Committee Terms of Reference
- 8. Substation Lease Agreement Review**
- 9. GYBC Agency Agreement Update** – Responsible Finance Officer
- 10. GYBC Pre-Planning Application Update** – Cllr Peter Sleet
- 11. Section 137 Expenditure Limit for 2026/27** – Responsible Finance Officer
- 12. Dates of next meetings:**
 - Finance Committee – Monday 16 March 2026, 7pm
 - Annual Parish Council Meeting (Reforming of Committees) – Monday 18 May 2026
 - Finance Committee (proposed) – July, September and November (dates TBC)
- 13. Closure of meeting**