

**Minutes of Fremington Parish Council Finance and Personnel Committee Meeting
Held on Thursday 23rd November 2017 at 11.00am at the Parish Council Offices,
12 Higher Road, Fremington**

- Present:** Cllrs Mrs S Kingdom (Chairman), D Chalmers, Mrs J Dyson, A Rennles and T Wood
Mrs V Woodhouse, Parish Clerk
- 1711/42 **Apologies for Absence**
None.
- 1711/43 **Declarations of Interest**
Cllr Mrs Kingdom declared a Personal Interest in Item 1711/36 – Application from Fremington Parish Hall Management Committee as Treasurer of the Hall.
- 1711/44 **To agree the agenda as published**
It was **resolved** to agree the agenda as published.
- 1711/45 **To approve and sign the Minutes of the Finance and Personnel Committee Meeting held on Thursday 19th October 2017 as a correct record**
Copies had already been circulated to all Members. It was **resolved**, with no votes to the contrary, to approve the Minutes of the meeting held on 19th October 2017 as a correct record. Cllr Mrs Kingdom duly signed the minutes.
- 1711/46 **Chairman’s Announcements**
None.
- 1711/47 **Public Participation**
None.
- 1711/48 **Staff Salaries - To approve staff salaries for the months of October & November 2017**
It was **resolved** to approve the staff salaries, expenses, PAYE/NI and pension payments for the months of October & November 2017.
- 1711/49 **Accounts Due for Payment and Receipts - To examine and agree the accounts due for payment and receipts received for the period from 20th October 2017 to 23rd November 2017**
The Parish Clerk circulated the payment and receipt lists along with the Bank Reconciliation.

It was **resolved**, with no votes to the contrary, to approve the payments totalling £30,565.62 and receipts totalling £20,185.05, copies of which are attached to these minutes as Appendix One.
- 1711/50 **To assess the Grant Applications received for the financial year 2018/2019 and a recommendation for full Council**
A list of the organisation/groups who had applied for a grant in financial year 2018-2019 together with how much they had asked for, had been circulated with the agenda.

It was **resolved** to recommend to full Council to award the following grants:

1	Age Concern Barnstaple & District	£100
2	Barnstaple Disabled Fellowship Club	£100
3	Bickington Brownies	£100
4	Citizens Advice Bureau	£200
5	Elmfield Boat Project	£136
6	1 st Fremington Air Scouts, Beaver Colony	£100
7	1 st Fremington Air Scouts, Cub Section	£100
8	1 st Fremington Air Scouts	£100
9	1 st Fremington Brownies	£100
10	1 st Fremington District Rainbows	£100

11	Fremington Gardening Club	£100
12	1 st Fremington Guides	£100
13	Fremington Parish Hall Management Committee	£200
14	Fremington Senior Citizens	£100
15	Instow & District Social & Friendship Club	£100
16	Instow, Westleigh and West Yelland Parish News	£60
17	Lady Linscott Club	£100
18	50 th North Devon Scouts	£100
19	The Tomlin Hall	£200
	Total	£2,196

Members were informed that a letter had been received from Go North Devon asking the Council to consider adding an amount to the precept for a standing grant. It was **resolved**, with no votes to the contrary, to inform Go North Devon of the grants process.

Cllr Rennles left the meeting at 11.30am.

1711/51

To consider draft budgets for 2018-2019

The draft budgets were circulated prior to the meeting. The Committee was informed that the Parish Grant received from the North Devon Council would be reduced by 50% in 2018-2019 and to 0 by 2019-2020. The Committee felt that the budgets would have to realistically reflect the costs of the Parish Council over the forthcoming financial year. It was noted that the Parish Council's tax base had increased significantly and was continuing to increase and after consideration it was agreed to recommend to Full Council that the precept be increased to allow for a realistic budget.

1711/52

To consider re-investing Parish Council funds

Members considered the projects that would be started next year and the Ear Marked Reserves that would be used. After consideration it was **resolved**, with no votes to the contrary, to invest £50,000 in two, three month fixed term deposit accounts.

1711/53

To consider application to the Public Works Loan Board for the replacement of the Beechfield Centre

Members considered the project costs, the Ear Marked Reserves for the project and the Section 106 funding that had been received. It was noted that the Parish Council could apply to the Leader 5 grant funding stream, as long as the outputs were strengthened, however, the timescale for applying and gaining a grant were not compatible with the timescale for the project. The Committee noted that the interest rates were low and there were only two payments outstanding on the Public Works Loan for the purchase of Griggs Field. The replacement of the redundant old portacabin with a permanent community building, to include Parish Council Offices, had been an aspiration for over ten years. It was **resolved**, with no votes to the contrary, to recommend to Full Council that the Parish Council applies to the Public Works Loan Board for a loan of £150,000 to complete the replacement of the Beechfield Centre.

1711/54

To resolve to grant the Clerk designated authority to make routine payments during December and the Council's Christmas recess

It was **resolved**, with no votes to the contrary, to grant the Clerk designated authority to make routine payments during December and the Council's Christmas recess

1711/55

Close

The meeting closed at 12pm.

Signed

Dated