

**Minutes of Fremington Parish Council Finance and Personnel Committee Meeting
Held on Thursday 29th October 2015 at 10.00am at the Parish Council Offices,
12 Higher Road, Fremington**

- Present:** Cllrs D Chalmers (Chairman), K Groves, Mrs S Kingdom, A Rennles and T Wood
Mrs V Woodhouse, Parish Clerk
- 1510/46 **Apologies for Absence**
None.
- 1510/47 **Declarations of Interest**
None.
- 1510/48 **To agree the agenda as published**
It was **resolved** to agree the agenda as published.
- 1510/49 **To approve and sign the Minutes of the Finance and Personnel Committee Meeting held on Thursday 24th September 2015 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 Thursday 24th September 2015 as a correct record. Cllr Chalmers duly signed the minutes.
- 1510/50 **Chairman's Announcements**
None.
- 1510/51 **Staff Salaries** – To approve staff salaries for the month of October 2015
It was **resolved** to approve the staff salaries, expenses, PAYE/NI and pension payments for the month of October 2015.
- 1510/52 **Accounts Due for Payment and Receipts** – To examine and agree the accounts due for payment and receipts received for the period 25th September 2015 to 29th October 2015. The Parish Clerk circulated the payment and receipt lists along with the Bank Reconciliations.
- It was **resolved**, with no votes to the contrary, to approve the payments totalling £19,461.65 and receipts totalling £76,149.01, copies of which are attached to these minutes as Appendix One.
- 1510/53 **To assess the Grant Applications received for the financial year 2016/2017 and prepare a recommendation for full Council**
A list of the organisation/groups who had applied for a grant in financial year 2016-2017 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:

| | Grant Applications 2016/2017 | |
|----|---|------|
| 1 | Albert Hall Show Band | £100 |
| 2 | Barnstaple Disabled Fellowship Club | £100 |
| 3 | Bickington Brownies | £100 |
| 4 | Byeways Bowling Club | 0 |
| 5 | Torrige, North Devon, Mid Devon, Bude CAB | £200 |
| 6 | Elmfield Boat Project | £100 |
| 7 | 1 st Fremington Air Scouts Beaver Colony | £100 |
| 8 | 1 st Fremington Air Scouts Cub Section | £100 |
| 9 | 1 st Fremington Air Scouts | £100 |
| 10 | 1 st Fremington Brownies | £100 |

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| 11 | 1 st Fremington District Rainbows | £100 |
| 12 | Fremington Football Club | £100 |
| 13 | Fremington Garden Club | £100 |
| 14 | 1 st Fremington Guides | £100 |
| 15 | 2 nd Fremington Rainbows | £100 |
| 16 | Fremington Parish Hall Management Committee | Pass on amount from NDC usually £200 |
| 17 | Fremington Senior Citizens | £100 |
| 18 | Instow, Westleigh & West Yelland Parish News | £100 |
| 19 | Lady Linscott Club | £100 |
| 20 | Muddlebridge Allotment Association | 0 |
| 21 | Roundswell Parent and Toddler Group | £100 |
| 22 | The Instow & District Social & Friendship Club | £100 |
| 23 | Tomlin Hall | Pass on amount from NDC usually £200 |
| | Total Grant Funding | £2,400 |

- 1510/54 **To consider draft budgets for 2016-2017**
Members considered the draft budgets for 2016-2017. Given the additional pressures placed on the Parish Council to take over services from Devon County Council and the increasing costs it was **resolved**, with no votes to the contrary, to prepare a draft budget based on a £5 per Band D increase. It was further **resolved** not to add any funds to the dog bags EMR and when the supply gets low Full Council should review the service with a view to completing a public consultation on removing the service, and to impose a charge on to Councillors if they are booked on to training and fail to attend, unless in exceptional circumstances.
- 1510/55 **To receive the Internal Auditor's Internal Audit Report 2015-2016 Interim October 2015**
Members received the Internal Auditor's Internal Audit Report 2015-2016 Interim and it was **resolved**, with no votes to the contrary, to note the report with thanks to members of staff.
- 1510/56 **To receive and consider draft Training and Development Policy**
The draft Training and Development Policy was considered and it was **resolved**, with no votes to the contrary, with the addition of a provision to charge Councillors if they are booked on to a course/training and fail to attend, unless in exceptional circumstances, that the policy be adopted.
- 1510/57 **Close**
The meeting closed at 10.57am.

Signed Dated