



Fremington Parish Council

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To: Members of the Finance & Personnel Committee:
Cllrs F Biederman, B Clifton, Mrs S Kingdom and T Wood
cc: All Members of the Parish Council

You are hereby summoned to attend a meeting of Fremington Parish Council **Finance & Personnel Committee** which will be held on **Monday, 11th August 2014** at **6.00pm** at **Fremington Parish Hall**, Higher Road, Fremington, for the purpose of transacting the following business.

In accordance with The Public Bodies (Admissions to Meetings) Act 1960 members of the public are welcome to attend.

Victoria Woodhouse
Clerk to the Council

Date of issue: 5th August 2014

AGENDA

- 1 **Apologies** (Please make any apologies known to the Clerk)
- 2 **Declarations of Interest** - Members are reminded that all Interests must be declared at the beginning of the meeting and prior to the item being discussed
- 3 **To agree the agenda as published**
- 4 **Meeting Minutes – To approve and sign the Minutes of the Finance & Personnel Committee Meeting held on Monday 7th July 2014 as a correct record** (Copies have already been circulated to all Members)
- 5 **Chairman's Announcements - To receive a report from the Chairman**
- 6 **Staff Salaries - To approve staff salaries for the month of July 2014**
- 7 **Accounts Due for Payment and Receipts - To examine and agree the accounts due for payment and receipts received for the period from 8th July 2014 to 11th August 2014 (inclusive)**
- 8 **Budget Review – to review budget year to date**
- 9 **To appoint Internal Auditor for the Financial year 2014-2015**
- 10 **To consider amended flexible working policy** (information enclosed)
- 11 **To consider draft Financial Risk Assessment including documented internal controls** (information enclosed)
- 12 **To consider amendment to Financial Regulations** (information enclosed)

Victoria Woodhouse BA (Hons), Clerk and Responsible Financial Officer
Vat No. 634 6617 30

- 13 **To consider Transparency Regulations** (information enclosed)
- 14 **To consider amendments to Standing Orders** (information enclosed)
- 15 **To consider changes to the meeting schedule**
- 16 **To consider the Parish Council's IT systems and software** (information enclosed)

PART B

- 17 **To resolve:** that under section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 that the public and press be excluded from the meeting for the following item as it involves the likely disclosure of confidential information:
 - 18 **To discuss and ratify the appointment of Handyperson following interviews held on Monday 11th August 2014**
 - 19 **Close**
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