

**Minutes of Fremington Parish Council Finance and Personnel Committee Meeting
Held on Thursday 30th October 2014 at 11.00am at the Parish Council Offices,
12 Higher Road, Fremington**

Present: Cllrs Mrs S Kingdom (Chairman), F Biederman and J Bell
Mrs V Woodhouse, Parish Clerk

1410/52 **Apologies for Absence**
Cllrs T Wood and B Clifton.

1410/53 **Declarations of Interest**
None.

1410/54 **To agree the agenda as published**
It was **resolved** to agree the agenda as published.

PART A

1410/55 **To approve and sign the Minutes of the Finance and Personnel Committee Meeting held on Thursday 25th September 2014 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 25th September 2014 as a correct record. Cllr Mrs Kingdom duly signed the minutes.

1410/56 **Chairman's Announcements**
None.

1410/57 **Staff Salaries** – To approve staff salaries for the month of October 2014
It was **resolved** to approve the staff salaries, expenses, PAYE/NI and pension payments for the month of October 2014.

1410/58 **Accounts Due for Payment and Receipts** – To examine and agree the accounts due for payment and receipts received for the period 26th September 2014 to 30th October 2014 inclusive. 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 £14,844.48 and receipts totalling £21,691.13, copies of which are attached to these minutes as Appendix One.

1410/59 **Budget Review** – To review the budget for year to date
The Clerk provided an update on the budget to date. It was **resolved** to note the budget report.

1410/60 **To assess the Grant Applications received for the financial year 2015/2016 and prepare a recommendation for full Council**

A list of the organisation/groups who had applied for a grant in financial year 2015-2016 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 2015/2016	
1	Albert Hall Show Band	£100
2	Barnstaple Disabled Fellowship Club	£100
3	Bickington Brownies	£100
4	Torrige, North Devon, Mid Devon, Bude CAB	£300

5	Elmfield Boat Project	£120
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	1 st Fremington Guides	£100
12	2 nd Fremington Rainbows	£100
13	Fremington Football Club	£100
14	Fremington Garden Club	£100
15	Fremington Parish Hall Management Committee	Pass on amount received from NDC usually £200
16	Fremington Relief in Need Trust	0
17	Instow & District Social & Friendship Club	£100
18	Instow, Westleigh & West Yelland Parish News	£60
19	Lagoon View Community Orchard Association	0
20	Muddlebridge Allotment Association	0
21	Roundswell Parent & Toddler Group	£100
22	50 th North Devon Scouts	£100
23	The Lady Linscott Club	£120
24	Tomlin Hall Bickington	Pass on amount received from NDC usually £200
	Total Grant Funding	£2,500

- 1410/61 **To consider draft budgets for 2015-2016**
Members considered the draft budgets for 2015-2016 and it was **resolved**, with no votes to the contrary, to defer until the next meeting.
- 1410/62 **To ratify decision taken by delegation relating to the computer systems**
It was **resolved**, with no votes to the contrary, to ratify the decision to replace the IT systems with Microsoft Windows and, following the quotation process, to appoint Westward IT to undertake the works at a cost of £2,884.57 + VAT.
- 1410/63 **To consider draft Whistleblowing Policy**
The draft policy was circulated prior to the meeting and it was **resolved**, with no votes to the contrary, to adopt the policy.
- 1410/64 **To approve release of funds from general reserves for the upgrade of the IT systems**
It was **resolved**, with no votes to the contrary, to release up to £2,884.57 + VAT from general reserves for the upgrade of the IT systems.
- PART B**
- 1410/65 It was **resolved** 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:
- 1410/66 **To receive update on staffing**
It was **resolved**, with no votes to the contrary, to note the update.
- 1410/67 **Close**
The meeting closed at 12pm.

Signed Dated