

**Minutes of Fremington Parish Council Finance and Personnel Committee Meeting  
Held on Thursday 25<sup>th</sup> October 2018 at 11.00am at the Parish Council Offices,  
12 Higher Road, Fremington**

- Present:** Cllrs D Chalmers (Chairman), R Cann, Miss L Goodger, Mrs S Kingdom and  
A Rennles  
Mrs V Woodhouse, Parish Clerk
- 1810/32      **Apologies for Absence**  
None.
- 1810/33      **Declarations of Interest**  
Cllr Rennles declared a Personal Interest in Item 1810/41 as a member of Barnstaple Town Council.
- 1810/34      **To agree the agenda as published**  
It was **resolved** to agree the agenda as published.
- 1810/35      **To approve and sign the Minutes of the Finance and Personnel Committee Meeting held on Thursday 27<sup>th</sup> September 2018 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 27<sup>th</sup> September 2018 as a correct record. Cllr Chalmers duly signed the minutes.
- 1810/36      **Chairman's Announcements**  
None.
- 1810/37      **Public Participation**  
None.
- 1810/38      **Staff Salaries - To approve staff salaries for the month of October 2018**  
It was **resolved** to approve the staff salaries, expenses, PAYE/NI and pension payments for the month of October 2018.
- 1809/39      **Accounts Due for Payment and Receipts - To examine and agree the accounts due for payment and receipts received for the period from the 28<sup>th</sup> September 2018 to the 25<sup>th</sup> October 2018**  
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 £28,858.21 and receipts totalling £5,782.05, copies of which are attached to these minutes as Appendix One.
- 1809/40      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 items as they involve the likely disclosure of confidential information.
- PART B**
- 1810/41      **To consider details and quotations for staff review**  
Members considered the quotations received and the services offered. It was noted that one company would only undertake a review if they were appointed as the Council's HR advisors which would be a significant increase on the Council's current cost and for that reason it was agreed not to accept the quotation. A further quotation was received from the Council's current HR advisor and a company that provides resources for Local Councils. Given the rate of growth in the parish and the additional services and facilities that the Parish Council is acquiring members felt that a strategic plan would need to be carried out in conjunction with the staffing review to fully understand the Council's aspirations and resources required to provide these additional services.

It was felt, although slightly more expensive, LGRC's quotation and approach to undertaking the strategic development was more in depth and also provided an independent approach, testimony to the services recently provided by LGRC were also considered and it was therefore, **resolved**, with no votes to the contrary, to appoint LGRC to undertake the strategic development and staff review and to proceed using general reserves as soon as funding allows.

1810/42

**Close**

The meeting closed at 11.20am.

Signed ..... Dated .....

DRAFT