



# Fremington Parish Council



Council Offices, 12 Higher Road, Fremington, Barnstaple,

EX31 3BG

Telephone: 01271 321063

E-mail: [clerk@fremingtonparishcouncil.gov.uk](mailto:clerk@fremingtonparishcouncil.gov.uk)

[www.fremingtonparishcouncil.gov.uk](http://www.fremingtonparishcouncil.gov.uk)

To: Members of the Finance & Personnel Committee: Cllrs R Cann, D Chalmers, Miss L Goodger, Mrs S Kingdom and A Rennles

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 **Thursday, 29<sup>th</sup> November 2018** at **11am** in the Parish Council Office, 12 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: 23<sup>rd</sup> November 2018

## 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 Thursday 25<sup>th</sup> October 2018 as a correct record** (Copies have already been circulated)
- 5 **Chairman's Announcements - To receive a report from the Chairman**
- 6 **Public Participation Period**  
Members of the public are permitted to make representations, ask questions and give evidence in respect of any item of business relating to the Parish Council. The period of time which is designated for public participation shall not exceed 15 minutes. Each member of the public is entitled to speak once only in respect of business and shall not speak for more than 3 minutes. A question asked by a member of the public during this period shall not require a response or debate at the meeting.
- 7 **Staff Salaries - To approve staff salaries for the month of November 2018**
- 8 **Accounts Due for Payment and Receipts - To examine and agree the accounts due for payment and receipts received for the period from 28<sup>th</sup> October 2018 to 29<sup>th</sup> November 2018**
- 9 **To assess the Grant Applications received for the financial year 2019/2020 and prepare a recommendation for full Council** (copy of grant applications enclosed)
- 10 **To consider draft budgets for 2019-2020 and prepare a recommendation for Full Council** (information enclosed)

- 11 **To resolve the dates the Parish Council Office will be closed during the Christmas period**  
(information enclosed)
- 12 **To resolve to grant the Clerk designated authority to make routine payments during December and the Council's Christmas recess**
- 13 **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:

**PART B**

- 14 **To consider arrangements for Maternity Cover**
- 15 **Close**

