

**Minutes of Fremington Parish Council Finance and Personnel Committee Meeting  
Held on Thursday 31<sup>st</sup> January 2019 at 11.00am at the Parish Council Offices,  
12 Higher Road, Fremington**

**Present:** Cllrs D Chalmers (Chairman), R Cann (from Minute No 1901/70),  
Miss L Goodger, Mrs S Kingdom and A Rennles  
Mrs V Woodhouse, Parish Clerk

1901/61 **Apologies for Absence**  
It was noted that Cllr Cann would arrive late.

1901/62 **Declarations of Interest**  
None.

1901/63 **To agree the agenda as published**  
It was **resolved** to agree the agenda as published.

1901/64 **To approve and sign the Minutes of the Finance and Personnel Committee Meeting held on Thursday 29<sup>th</sup> November 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 29<sup>th</sup> November 2018 as a correct record. Cllr Chalmers duly signed the minutes.

1901/65 **Chairman's Announcements**  
None.

1901/66 **Public Participation**  
None.

1901/67 **Staff Salaries - To approve staff salaries for the months of December 2018 & January 2019**  
It was **resolved** to approve the staff salaries, expenses, PAYE/NI and pension payments for the months of December 2018 & January 2019.

1901/68 **Accounts Due for Payment and Receipts - To examine and agree the accounts due for payment and receipts received for the period from the 30<sup>th</sup> November 2018 to the 31<sup>st</sup> January 2019**  
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 £28,928.56 and receipts totalling £2,972.62, copies of which are attached to these minutes as Appendix One.

1901/69 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**

1901/70 **To ratify appointment of Parish Clerk & Responsible Financial Officer for Maternity Cover**  
It was **resolved**, with no votes to the contrary, to ratify the appointment of Mr Malcolm Harris as Parish Clerk & Responsible Financial Officer for Maternity Cover and subject to references.

Cllr Cann entered the meeting.

Cllr Rennles thanked the Chairman of the Committee and Chairman of the Council for their efforts throughout the recruitment process.

1901/71      **To note implementation of changes to contract as agreed at the Committee Meeting held on 29<sup>th</sup> November 2018**  
It was **resolved**, with no votes to the contrary, to note that the changes to the contract had been implemented.

1901/72      **Close**  
There being no further business the meeting closed at 11.30am.

Signed.....

Dated .....

DRAFT