

**Minutes of Fremington Parish Council Finance and Personnel Committee Meeting
Held on Thursday 27th June 2019 at 11.00am at the Parish Council Offices,
12 Higher Road, Fremington**

- Present:** Cllr A Rennles (Chairman)
Cllrs I Capon, I Crawford and S Kingdom.
Mrs K Graddock, Acting Parish Clerk
- 1906/33 **Apologies for Absence**
Apologies for absence as recorded on the attendance sheet, were received from Cllr F Biederman.
- 1906/34 **Declarations of Interest**
None received.
- 1906/35 **To agree the agenda as published**
RESOLVED to agree the agenda as published. (NC)
- 1906/36 **Chairman's Announcements**
No announcements were made.
- 1906/37 **Minutes**
RESOLVED that the minutes of the meeting held on Thursday, 30th May 2019 be approved and signed as a correct record. (NC)
- 1906/38 **Public Participation**
No members of the public were present.
- 1906/39 **Staff Salaries – To approve staff salaries for the month of June 2019**
RESOLVED to approve the staff salaries, expenses, PAYE/NI and pension payments for the month of June 2019. (NC)
- 1906/40 **Accounts Due for Payment and Receipts – To examine and agree the accounts due for payment and receipts received for the period from the 31st May 2019 until 27th June 2019.**
The Clerk circulated the payment and receipt lists along with the Bank Reconciliation, which are attached as Appendix 1.
- Members wished for Petty Cash to be included together rather than individually displayed.
- RESOLVED:**
1. to approve the payments totalling £64,890.26 and receipts totalling £13,680.15.
 2. To display the Petty Cash payments as a total rather than separately.
- (NC)

1906/41

Beechfield Centre

The Clerk gave a verbal report on the progress of Beechfield Centre. It is proposed that the sale of the Council Offices will be at auction on 26th July 2019 with documentation being produced by the Solicitor, North Devon Council.

There were concerns raised that councillors would need to walk from reception to the main hall outside of the building.

The Clerk explained that she was also in discussions with local organisations as to the requirements needed for an aid for hearing impairment.

RESOLVED: That the Clerk contact Woodward Smith to enquire regarding the possibility of a covered walkway into the main hall from Reception.

(NC)

1906/42

Part B – Exclusion of Press and Public

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.

(NC)

PART B

1906/43

Staff Structure

Members were circulated an exempt report from the Parish Clerk on the situation to date.

RESOLVED:

1. that the Finance and Personnel Committee approve option 1 as detailed in the exempt report and that the Council ensure adequate budgetary provisions are made in the 2020/21 budget.
2. that the Clerk is given delegated authority to implement the structure with the Chairman of Finance and Personnel and the Chairman of the Council.

1906/44

Close

There being no further business the meeting closed at 12.05pm.

Signed.....

Dated