



Fremington Parish Council



The Beechfield Centre, Beechfield Road, Fremington, EX31 3DD
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To: Members of the Finance & Personnel Committee: Cllrs S Kingdom, F Biederman, I Capon, I Crawford 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, 27th February 2020** at **10.00am** at **The Beechfield Centre, Beechfield Road, Fremington, EX31 3DD**

In accordance with The Public Bodies (Admissions to Meetings) Act 1960 members of the public are welcome to attend.

Mrs Victoria Woodhouse BA (Hons)
Executive Officer

Date of issue: 21st February 2020

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 **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.
- 4 **Minutes**
To approve and sign the Minutes of the Finance & Personnel Committee Meeting held on Thursday 30th January 2020 as a correct record. (Attached for Cllrs)
- 5 **Staff Salaries**
To approve staff salaries for the month of February 2020.
- 6 **Accounts Due for Payment and Receipts**
To examine and agree the accounts due for payment and receipts received for the period from 31st January 2020 until 27th February 2020. (To be sent to Cllrs, 2 days prior to the meeting)
- 7 **Harassment and Bullying**
To consider draft policy (draft to follow)
- 8 **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

9 Sale of Council Offices

To receive update report from the Parish Clerk and consider any action therefrom.

10 Staffing matters

To receive update report on any staffing matters to date and consider any actions therefrom.