



# Fremington Parish Council



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To: Members of the Finance & Personnel Committee: Cllrs S Kingdom, F Biederman, I Capon, I Crawford and L Goodger.  
cc: All Members of the Parish Council

You are hereby summoned to attend a VIRTUAL meeting of Fremington Parish Council **Finance & Personnel Committee** which will be held on **Thursday, 24<sup>th</sup> September 2020** at **10.30am** via Zoom <https://zoom.us/j/92203505706> for the purpose of transacting the following business as permitted in The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 ("the 2020 Regulations").

In accordance with The Public Bodies (Admissions to Meetings) Act 1960 members of the public are welcome to attend. If you would like to attend the meeting, you can use the link shown above or contact Administration for further information and assistance on joining.

**Mrs Victoria Woodhouse BA (Hons)**  
**Executive Officer**

Date of issue: 17<sup>th</sup> September 2020

## AGENDA

- 1 Election of Chairman**
- 2 Apologies** (Please make any apologies known to the Clerk)
- 3 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
- 4 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.
- 5 Minutes**  
To approve and sign the Minutes of the Finance & Personnel Committee Meeting held on Thursday 30<sup>th</sup> July 2020 as a correct record. ([Click Here for Minutes](#))
- 6 Staff Salaries**  
To approve staff salaries for the months of August & September 2020.

- 7 Accounts Due for Payment and Receipts** To examine and agree the accounts due for payment and receipts received for the period from 29<sup>th</sup> July 2020 until 22<sup>nd</sup> September 2020. (To be sent to Cllrs, 2 days prior to the meeting)
- 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 12 Higher Road**  
To receive verbal update on the sale of the former Parish Council Offices.
- 10 Recruitment**
- a) To consider and agree Job Description for Amenities Operative (information to follow)
  - b) To consider commencement of recruitment process in line with the Parish Council's adopted Recruitment and Selection Policy.
- 11 National Pay Award**  
To note national pay award