

**Minutes of the Fremington Parish Council Finance and Personnel Committee meeting held on Thursday 30<sup>th</sup> September 2021 at 9.30am in the Beechfield Centre, Beechfield Road, Fremington**

- Present: Cllrs F Biederman (Chairman), S Haywood and S Kingdom  
Mrs E Badcock, Executive Officer (Maternity Cover)  
Mrs Jude Wood, Administration & Projects Manager
- 2109/23 **Apologies**  
Cllr Goodger.
- 2109/24 **Declarations of Interest**  
None.
- 2109/25 **Public Participation**  
None.
- 2109/26 **Minutes**  
It was **resolved**, with no votes to the contrary, that the minutes of the Finance & Personnel Committee held on the 29<sup>th</sup> July 2021 be approved and confirmed as a correct record.
- 2109/27 **Staff Salaries**  
It was **resolved**, with no votes to the contrary, to approve the staff salaries, expenses, PAYE/NI and pension payments for the months of August and September 2021.
- 2109/28 **Accounts Due for Payment and Receipts for the period from the 27<sup>th</sup> July until 27<sup>th</sup> September 2021**  
It was **resolved**, with no votes to the contrary, to approve the payments totalling £55,062.85 and receipts totalling £14,938.42, copies of which are attached to these minutes as Appendix One. Cllr Kingdom queried the payment to the North Devon Records Office and asked for further clarification from the Executive Officer.
- 2109/29 **Parish Council's Insurance**  
It was **resolved**, with no votes to the contrary, to renew on a three year long term agreement through the Parish Council's broker, which it had worked closely with over the last nine years to ensure comprehensive cover, and accept the broker's recommendation to insure with Pen Underwriting.
- 2109/30 **Review of the Parish Council's Adopted Policy for Pre-Planning Application Meetings with Developers**  
Members considered the revised pre-planning policy and it was **resolved**, with no votes to the contrary, to accept the revised policy.

FD

2109/31 **PART B: Confidential Matters**  
**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:

2109/32 **Staffing Matters**  
The Administration & Projects Manager left the meeting whilst item a) was discussed.

- a) The Executive Officer advised the Committee that staff member 120 had completed her probationary period successfully.

The Administration & Projects Manager returned to the meeting.

- b) Maternity pay details for the Executive Officer were distributed to members and agreed.

Meeting ended at 10.16am

Signed: ..... *Bialon* ..... Dated: *21.10.21* .....