

Minutes of the Fremington Parish Council Finance and Personnel Committee meeting held on Thursday 28th July 2022 at 9.30am in the Beechfield Centre, Beechfield Road, Fremington

Present: Cllrs L Goodger, S Haywood, S Kingdom and A Rennles

Mrs E Badcock, Executive Officer (Maternity Cover)

Mrs J Wood, Administration & Projects Manager (from Minute 2207/17)

2207/11 **Apologies**
None

2207/12 **Declarations of Interest**
None

2207/13 **Public Participation**
None

2207/14 **Minutes**
It was **resolved**, with no votes to the contrary and one abstention, that the minutes of the Finance & Personnel Committee held on the 30th June 2022 be approved.

2207/15 **Staff Salaries**
It was **resolved**, with no votes to the contrary, to approve the staff salaries, expenses, PAYE/NI and pension payments for the month of July 2022.

2207/16 **Accounts Due for Payment and Receipts for the period from the 26th May 2022 until 25th June 2022**
It was **resolved**, with no votes to the contrary, to approve the payments for the period 26th June 2022 to the 25th July 2022 totalling £30,769.95 and receipts for the period 26th June 2022 to the 25th July 2022 totalling £2,302.92 copies of which are attached as Appendix One.

The Administration & Projects Manager joined the meeting for the following item.

2207/17 **Purchase of Tablets**
Members discussed the purchase of Tablets and it was **resolved**, with no votes to the contrary, to purchase 5 Tablets for the Committee's use. It was noted that the Administration & Projects Manager will look into options available in order to set up the Tablets to include a security package, emails, viewing planning applications and keeping sensitive documents safe.

2207/18 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 item as it involves the likely disclosure of confidential information.

PART B

2207/19 **Staffing Matters**
Members received a verbal update on the recruitment of a temporary Administration Assistant and were advised that recruitment would not now be taking place.

The meeting closed at 9.55am

Signed..... Dated.....

DRAFT