



Fremington Parish Council



The Beechfield Centre, Beechfield Road, Fremington, EX31 3DD
Telephone: 01271 321063
E-mail: admin@fremingtonparishcouncil.gov.uk
www.fremingtonparishcouncil.gov.uk

To: Members of the Finance & Personnel Committee: Cllrs F Biederman (Chairman), J Bridgeman, S Kingdom, S Haywood and H Walker. Substitute Member: Cllr Thomas
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 **Tuesday 23rd May 2023** at **10.00am** in the **Beechfield Centre, Beechfield Road, Fremington** for the purpose of transacting the following business.

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: 17th May 2023

AGENDA

- 1 **Election of Chairman**
- 2 **Election of Vice-Chairman**
- 3 **Apologies** (Please make any apologies known to the Clerk).
- 4 **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.
- 5 **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.
- 6 **Minutes**
To approve and sign the Minutes of the Finance & Personnel Committee Meeting held on Thursday 30th March 2023 ([Links to Minutes](#))
- 7 **Staff Salaries**
To approve staff salaries for the months of April and May 2023.

- 8 Accounts Due for Payment and Receipts** To examine and agree the accounts due for payment and receipts for the period 28th March 2023 – 19th May 2023 (to be sent to Cllrs 2 days prior to the meeting).
- 9 Draft Policies**
To consider draft Health & Wellbeing Policy Statement (attached)
To consider draft Dignity at Work Policy (attached)
- 10 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

- 11 Staffing Matters**
To note competition of Probationary Period