

Minutes of the Fremington Parish Council Finance and Personnel Committee meeting held on Thursday 30th March 2023 at 10am in The Beechfield Centre, Beechfield Road, Fremington

Present: Cllrs, L Goodger (Chairman), S Kingdom and A Rennles
Mrs V Woodhouse, Executive Officer

2303/15 **Apologies**
Cllr S Haywood and F Biederman.

2303/16 **Declarations of Interest**
None.

2303/17 **Public Participation**
None.

2303/18 **Minutes**
It was **resolved**, with no votes to the contrary and one abstention, that the minutes of the Finance & Personnel Committee held on the 23rd February 2023 be approved.

2303/19 **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 March 2023.

2303/20 **Accounts Due for Payment and Receipts for the period from the 21st February 2023 to 27th March 2023**
It was noted that some of the entries had shown as just VAT payments and this would be rectified manually. It was **resolved**, with no votes to the contrary, to approve the payments totalling £24,275.57 and receipts totalling £1,639.94 copies of which are attached as Appendix One.

2303/21 **Ear Marked Reserves**
Members were informed that the savings from the salaries budget would be approximately £25,000, the Committee considered the allocation of the underspend, and it was **resolved**, with no votes to the contrary to allocate some of the savings to Ear Marked Reserves as follows:

£5,000 – Play Area Maintenance
£2,000 – Cemetery Maintenance
£1,000 – Griggs Field Maintenance
£3,500 – Tews Lane Night Landing Site
£3,000 – Beechfield Centre
£5,000 – Tews Lane completion of pavilion
£1,000 – Staff Health and Wellbeing
£1,000 – Presentation Equipment

£21,500

It was noted that the EMRs for the allotments would be adjusted accordingly following under/over spends, the annual funds for the sinking fund at Fremington Quay would be added along with the £1,000 budgeted for maintenance of the MUGA at Riverside Park and £1,000 towards renewal of the defibrillator contract.

2303/22 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

2303/23 **Staffing Matters**

Members were given a brief overview of the feedback from staff appraisals. A common theme from this year's annual appraisals had been the amount of negativity experienced by staff within their job roles. Members were concerned about the health and wellbeing of staff and felt that it is important to support and as an employer the Parish Council has a duty of care to ensure it supports and promotes a positive working environment. Therefore, it was **resolved**, with no votes to the contrary, to approve an annual budget of £1,000 a year to support the health and wellbeing of staff and for a draft health and wellbeing policy to be drafted for consideration at the next meeting. It was also noted that SCP rises would be awarded following the appraisals and as inline with contracts.

Members briefly discussed support for Parish Councillors who volunteer their time and do not get paid or an allowance to support their time within the role. It was noted that an allowance to support Parish Councillors would increase diversity and it was agreed to place an item to consider an annual Cllr allowance of £250 on the next agenda.

The meeting closed at 10.50am

Signed *Brian* Dated 23/5/23