

Minutes of the Fremington Parish Council Finance and Personnel Committee meeting held on Tuesday 27th June 2023 at 10am in The Beechfield Centre, Beechfield Road, Fremington

- Present: Cllrs, S Haywood (Chairman), J Bridgeman, S Kingdom and H Walker
Mrs V Woodhouse, Executive Officer
- 2306/27 **Apologies**
Cllr F Biederman.
- 2306/28 **Declarations of Interest**
None.
- 2306/29 **Public Participation**
None.
- 2306/30 **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 May 2023 be approved.
- 2306/31 **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 June.
- 2306/32 **Accounts Due for Payment and Receipts for the period from the 20th May 2023 to 23rd June 2023**
It was noted that the entries which had just shown VAT payments had been rectified manually along with some double entries from previous financial years. It was **resolved**, with no votes to the contrary, to approve the payments totalling £38,076.25 and receipts totalling £2,868 copies of which are attached as Appendix One.
- 2306/33 **Parish Council Policies**
The following policies were reviewed:
1) Community engagement Policy
2) Data Protection Policy
3) Disciplinary Procedure
4) Discretions Policy
5) Equal Opportunities
6) Flag Flying Policy
7) Flexible Working
8) Grant Aid Policy
9) Grievance Procedure
10) Health & Safety Policy
11) Investment Strategy
12) Legionella Management Policy
13) Lone Worker Policy
14) Maternity Policy

- 15) Operation London Bridge
- 16) Performance and Conduct Policy
- 17) Protocol on Recording/Filming at Council Meetings
- 18) Request for Time Off
- 19) Re-Use of Public Sector Information
- 20) Safeguarding Children and Vulnerable Adults Policy
- 21) Smoke Free Policy
- 22) Social Media Policy
- 23) Statement of Internal Control
- 24) Training and Development Policy
- 25) Whistleblowing Policy

No amendments were proposed and it was **resolved**, with no votes to the contrary, to place Operation London Bridge on the next Agenda for review.

The meeting closed at 10.05am

Signed  Dated 25/7/23