



Fremington Parish Council



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To: Members of the Finance & Personnel Committee: Cllrs F Biederman (Chairman), J Bridgeman, S Haywood (Vice Chairman), S Kingdom and H Walker
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 26th September 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: 20th September 2023

AGENDA

- 1 Apologies** (Please make any apologies known to the Clerk).
- 2 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.
- 3 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.
- 4 Minutes**
To approve and sign the Minutes of the Finance & Personnel Committee Meeting held on 25th July 2023 ([Links to Minutes](#)).
- 5 Staff Salaries**
To approve staff salaries for the months of August & September 2023.
- 6 Accounts Due for Payment and Receipts** To examine and agree the accounts due for payment and receipts for the period 22nd July 2023 to 22nd September 2023 (to be sent to Cllrs 2 days prior to the meeting).

7 Risk Assessments

To Review the Parish Council's Risk Assessments.

8 Charge Card Procedures

To review the Charge Card Procedures.

9 Budgets

To receive an update on the budgets to-date and begin to consider priorities for 2024-2025 budgets.