

Minutes of the Fremington Parish Council Finance and Personnel Committee meeting held on Tuesday 17th October 2023 at 10am in The Beechfield Centre, Beechfield Road, Fremington

Present: Cllrs, F Biederman (Chairman), S Haywood, S Kingdom and H Walker

Mrs V Woodhouse, Executive Officer
1 Member of the public

2310/13 **Apologies**
Clls J Bridgeman and M Thomas.

2310/14 **Declarations of Interest**
None.

2310/15 **Public Participation**
None.

2310/16 **Minutes**
It was **resolved**, with no votes to the contrary and one abstention, that the minutes of the Finance & Personnel Committee held on the 26th September 2023 be approved.

2310/17 **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 October.

2310/18 **Accounts Due for Payment and Receipts for the period from the 23rd September to 13th October 2023**
It was **resolved**, with no votes to the contrary, to approve the payments totalling £22,698.42 and receipts totalling £791.73 copies of which are attached as Appendix One.

2310/19 **Investments**
Members considered the investment of Parish Council funds to ensure the best return with minimal risk and it was **resolved**, with no votes to the contrary, to invest £50,000 in a six-month fixed term deposit account.

2310/20 **Document Retention Policy**
The Document Retention Policy was reviewed, and no changes proposed.

2310/21 **Budgets**
Members further considered the draft budgets for 2024/2025.

Van Lease

Members were informed that the van lease was due to expiry in December 2023, however a proposal had been received to extend the lease for a further two years. Members considered the proposal, and it was resolved, with no votes to the contrary, to extend the lease for a

further two years, members hoped that during this time electric vans would improve, and a suitable size would be available, it would also provide more time to investigate the feasibility and security of a charging point at the Beechfield Centre for the van.

Reserves

Members considered the Parish Council's minimum reserve level and felt that this would need to be reviewed as the Parish Council's monthly expenditure has increased. It was agreed for the Executive Officer to review the Parish Council's committed monthly expenditure and report back to the next meeting along with a recommendation of a minimum reserve level based on the committed expenditure of three months.

Members considered the rate of inflation, increase in costs and it was agreed to prepare draft budgets based on a £5 annual increase per B and D based on last year's tax base for consideration at the next meeting.

The meeting closed at 10.30am

Signed  Dated 30/11/23