



# Fremington Parish Council



The Beechfield Centre, Beechfield Road, Fremington, EX31 3DD  
Telephone: 01271 321063  
E-mail: [admin@fremingtonparishcouncil.gov.uk](mailto:admin@fremingtonparishcouncil.gov.uk)  
[www.fremingtonparishcouncil.gov.uk](http://www.fremingtonparishcouncil.gov.uk)

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 24<sup>th</sup> September 2024** at **10am** in the **Parish Council Offices, 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: 18<sup>th</sup> September 2024

## 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 23<sup>rd</sup> July 2024 ([Links to Minutes](#))
- 5 **Staff Salaries**  
To approve staff salaries for the months of August & September 2024
- 6 **Accounts Due for Payment and Receipts** To examine and agree the accounts due for payment and receipts for the period 20<sup>th</sup> July to 20<sup>th</sup> September 2024 (to be sent to Cllrs 2 days prior to the meeting).
- 7 **Risk Assessments**  
To Review the Parish Council's Risk Assessments.

**8 Budgets**

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

- 9 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**

**10 Staffing Matters**

- a) To receive resignation from the Maintenance and Amenities Operative.
- b) To note commencement of the recruitment process in line with the Parish Council's adopted policy.