



Fremington Parish Council



Council Offices, 12 Higher Road, Fremington, Barnstaple, EX31 3BG

Telephone: 01271 321063

E-mail: clerk@fremingtonparishcouncil.gov.uk

www.fremingtonparishcouncil.gov.uk

To: Members of the Finance & Personnel Committee: Cllrs D Chalmers, K Groves, Mrs S Kingdom, A Rennles and T Wood

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 **Thursday, 28th January 2016** at **10am** in the Parish Council Office, 12 Higher 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.

Victoria Woodhouse
Clerk to the Council

Date of issue: 22nd January 2016

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 **To agree the agenda as published**
- 4 **Meeting Minutes – To approve and sign the Minutes of the Finance & Personnel Committee Meeting held on Thursday 26th November 2015 as a correct record** (Copies have already been circulated)
- 5 **Chairman's Announcements - To receive a report from the Chairman**
- 6 **Staff Salaries - To approve staff salaries for the months of December 2015 & January 2016**
- 7 **Accounts Due for Payment and Receipts - To examine and agree the accounts due for payment and receipts received for the period from 27th November 2015 to 28th January 2016 (inclusive)**
- 8 **To receive correspondence from Lloyds Bank and note recharge of costs to the Council** (information enclosed for Cllrs)
- 9 **To note completion of training**
- 10 **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:
- 11 **To consider additional staff hours**
- 12 **Close**

Victoria Woodhouse BA (Hons), Clerk and Responsible Financial Officer
Vat No. 634 6617 30