

**Minutes of Fremington Parish Council Finance and Personnel Committee Meeting  
Held on Thursday 25<sup>th</sup> February 2016 at 11.00am at the Parish Council Offices,  
12 Higher Road, Fremington**

- Present:** Cllrs D Chalmers (Chairman), K Groves, Mrs S Kingdom, A Rennles and T Wood  
Mrs V Woodhouse, Parish Clerk
- 1602/42      **Apologies for Absence**  
None.
- 1602/43      **Declarations of Interest**  
None.
- 1602/44      **To agree the agenda as published**  
It was **resolved** to agree the agenda as published.
- 1602/45      **To approve and sign the Minutes of the Finance and Personnel Committee Meeting held on Thursday 28<sup>th</sup> January 2016 as a correct record**  
Copies had already been circulated to all Members. It was **resolved**, with no votes to the contrary, to approve the Minutes of the meeting held on 28<sup>th</sup> January 2016 as a correct record. Cllr Chalmers duly signed the minutes.
- 1602/46      **Chairman's Announcements**  
It was announced that as from the 6<sup>th</sup> April 2016 the way in which Lloyds will pay interest is changing and will now be paid as a gross amount and the Council will be responsible for reporting it to HM Revenue & Customs. It was agreed to clarify the Council's position with the Auditor.
- 1602/47      **Staff Salaries** – To approve staff salaries for the month of February 2016  
It was **resolved** to approve the staff salaries, expenses, PAYE/NI and pension payments for the month of February 2016.
- 1602/48      **Accounts Due for Payment and Receipts** – To examine and agree the accounts due for payment and receipts received for the period 29<sup>th</sup> January 2016 to 25<sup>th</sup> February 2016. The Parish Clerk circulated the payment and receipt lists along with the Bank Reconciliations.
- It was **resolved**, with no votes to the contrary, to approve the payments totalling £13,403.91 and receipts totalling £13,278.57, copies of which are attached to these minutes as Appendix One.
- 1602/49      **Budget Review – To review the Budget for the year to date**  
The Clerk provided an update on the budget to date. It was **resolved** to note the budget report.
- 1602/50      It was **resolved** 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**
- 1602/51      **To receive staff appraisals**  
Staff appraisals were received and it was **resolved**, with no votes to the contrary, to note the appraisals.
- 1602/52      **To review Staff Salaries**  
It was **resolved**, with no votes to the contrary, to award one SCP point rise from the 1<sup>st</sup> April 2016 as in line with employment contracts.
- 1602/53      **Close**  
The meeting closed at 12.07pm.

Signed ..... Dated .....