

**Minutes of Fremington Parish Council Finance and Personnel Committee Meeting
Held on Thursday 31st March 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
- 1603/45 **Apologies for Absence**
None.
- 1603/46 **Declarations of Interest**
None.
- 1603/47 **To agree the agenda as published**
It was **resolved** to agree the agenda as published.
- 1603/48 **To approve and sign the Minutes of the Finance and Personnel Committee Meeting held on Thursday 25th February 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 25th February 2016 as a correct record. Cllr Chalmers duly signed the minutes.
- 1603/49 **Chairman's Announcements**
It was announced that the fixed deposit account had matured and would be re-invested for a further three months.
- 1603/50 **Staff Salaries** – To approve staff salaries for the month of March 2016
It was **resolved** to approve the staff salaries, expenses, PAYE/NI and pension payments for the month of March 2016.
- 1603/51 **Accounts Due for Payment and Receipts** – To examine and agree the accounts due for payment and receipts received for the period 26th February 2016 to 31st March 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 £14,981.74 and receipts totalling £7,699.90, copies of which are attached to these minutes as Appendix One.
- 1603/52 **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.
- 1603/53 **To consider contract renewal with South West Internal Audit**
It was **resolved**, with no votes to the contrary, to renew the contract and appoint South West Internal Audit to undertake the Parish Council's Internal Audit for the financial year 2016-2017.
- 1603/54 **To consider Utility Management Plan**
Members considered the Utility Management Plan and it was **resolved**, with no votes to the contrary, not to pursue. The Parish Council has just renewed its utility supplies on the most appropriate contract it was felt that the time involved to carry out the review would outweigh any possible savings.
- 1603/55 **Close**
The meeting closed at 11.30am.

Signed Dated