



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, 31st March 2016** at **11am** 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: 24th March 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 25th February 2016 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 month of March 2016**
- 7 **Accounts Due for Payment and Receipts - To examine and agree the accounts due for payment and receipts received for the period from 25th February 2016 to 30th March 2016 (inclusive)**
- 8 **Budget Review – To review the Budget for the year to date**
- 9 **To consider contract renewal with South West Internal Audit** (information enclosed for Cllrs)
- 10 **To consider Utility Management Plan** (information enclosed for Cllrs)
- 11 **Close**

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