

**Minutes of Fremington Parish Council Finance and Personnel Committee Meeting
Held on Monday 12th May 2014 at 6pm at Fremington Parish Hall, Higher Road,
Fremington**

- Present:** Cllrs B Hockin (Chairman), Mrs J Flynn and Mrs S Kingdom
Mrs V Woodhouse, Parish Clerk
- 1405/01 **Apologies for Absence**
As recorded on the attendance sheet apologies were received from
Cllr T Wood and Cllr J Bell.
- 1405/02 **Declarations of Interest**
None declared.
- 1405/03 **To agree the agenda as published**
It was **resolved** to agree the agenda.
- 1405/04 **To approve and sign the Minutes of the Finance and Personnel Committee
Meeting held on Monday 7th April 2014 as a correct record**
Copies had already been circulated to all Members. It was **resolved**, subject to
amending Cllr Mrs Flynn's initial from F to J, and with no votes to the contrary, to
approve the Minutes of the meeting held on Monday 7th April 2014 as a correct record.
Cllr B Hockin duly signed the minutes.
- 1405/05 **Chairman's Announcements**
None
- PART A**
- 1405/06 **Staff Salaries** – To approve staff salaries for the month of April 2014
It was **resolved** to approve the staff salaries, expenses, PAYE/NI and pension
payments for the month of April 2014.
- 1405/07 **Accounts Due for Payment and Receipts** – To examine and agree the
accounts due for payment and receipts received for the period 8th April 2014 to
12th May 2014 inclusive. 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 £14,554.36 and receipts totalling
£73,442.26, copies of which are attached to these minutes as Appendix One.
- 1405/08 **Budget Review** – To review the budget for year to date
The Clerk circulated the budget sheets. It was **resolved** to note the budget
sheets and the information contained therein.
- 1405/09 **To consider draft time off for Dependants and Compassionate Leave Policy**
Copies of the draft policy had been circulated prior to the meeting; it was
resolved, with no votes to the contrary, to adopt the draft policy in its entirety.
- 1405/10 **To receive report from the Parish Clerk following the completion of the Routine
Inspectors Training**
The Parish Clerk reported that she had completed the Routine Inspectors
Training and passed the examination; the Parish Clerk further reported the issues
that were observed during the training and examination. It was **resolved**, with no
votes to the contrary, to note the report with thanks to the Parish Clerk.
- 1405/11 **To consider allocation of funds for additional car parking at Fremington
Quay**
Members considered the allocation of funds for additional car parking at
Fremington Quay and it was **resolved**, with no votes to the contrary, to meet a
shortfall in funds of up to £3,000 from the Community Building Project Ear Marked
Reserve.

PART B

1405/12 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:

1405/13 **To consider staffing issues**
Correspondence was considered and it was **resolved**, with no votes to the contrary, to proceed with appropriate action in conjunction with the Parish Council's HR Advisor.

1405/14 **Close**
The meeting closed at 6.45pm.

Signed Dated