



Fremington Parish Council

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

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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, 27th October 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: 21st October 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 29th September 2016 as a correct record** (Copies enclosed)
- 5 **Chairman's Announcements - To receive a report from the Chairman**
- 6 **Public Participation Period**
Members of the public are permitted to make representations, ask questions and give evidence in respect of any item of business relating to the Parish Council. The period of time which is designated for public participation shall not exceed 15 minutes. Each member of the public is entitled to speak once only in respect of business itemised on the agenda and shall not speak for more than 3 minutes. A question asked by a member of the public during this period shall not require a response or debate at the meeting.
- 7 **Staff Salaries - To approve staff salaries for the month of October 2016**
- 8 **Accounts Due for Payment and Receipts - To examine and agree the accounts due for payment and receipts received for the period from 30th September 2016 to 27th October 2016**
- 9 **To assess the Grant Applications received for the financial year 2017/2018 and prepare a recommendation for full Council** (copy of grant applications enclosed)
- 10 **To consider draft budgets for 2017-2018** (information enclosed)
- 11 **To consider re-investing Parish Council funds**

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

- 12 **To resolve the dates the Parish Council Office will be closed during the Christmas period (information enclosed)**
- 13 **Close**