



Fremington Parish Council



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To: Members of the Finance & Personnel Committee: Cllrs F Biederman (Chairman), J Bridgeman, S Haywood (Vice Chairman), S Kingdom and H Walker
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 **Tuesday 23rd July 2024** at **10am** in the **Beechfield Centre, Beechfield 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.

Mrs Victoria Woodhouse BA (Hons)
Executive Officer

Date of issue: 17th July 2024

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 **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 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.
- 4 **Minutes**
To approve and sign the Minutes of the Finance & Personnel Committee Meeting held on 25th June 2024 ([Links to Minutes](#))
- 5 **Staff Salaries**
To approve staff salaries for the month of July 2024
- 6 **Accounts Due for Payment and Receipts** To examine and agree the accounts due for payment and receipts for the period 22nd June to 19th July 2024 (to be sent to Cllrs 2 days prior to the meeting).
- 7 **Grants Aid Policy**
To consider draft Grant Aid Policy and Grants process.

8 Parish Council Policies

To review the following Parish Council policies (Cllrs have copies but if you require a further copy, please us know)

- 1) Complaints Procedure (no amendments proposed)
- 2) Data Protection Policy (no amendments proposed)
- 3) Disciplinary Procedure (no amendments proposed)
- 4) Equal Opportunities (no amendments proposed)
- 5) Flag Flying Policy (amendment proposed)
- 6) Flexible Working (no amendment proposed)
- 7) Grievance Procedure (no amendments proposed)
- 8) Health & Safety Policy (no amendments proposed)
- 9) Investment Strategy (no amendments proposed)
- 10) Lone Worker Policy (no amendments proposed)
- 11) Memorial Testing Policy (no amendments proposed)
- 12) Performance and Conduct Policy (no amendments proposed)
- 13) Protocol on Recording/Filming at Council Meetings (no amendments proposed)
- 14) Request for Time Off (no amendments proposed)
- 15) Re-Use of Public Sector Information (no amendments proposed)
- 16) Safeguarding Children and Vulnerable Adults Policy (no amendments proposed)
- 17) Smoke Free Policy (no amendments proposed)
- 18) Social Media Policy (no amendments proposed)
- 19) Statement of Internal Control (no amendments proposed)
- 20) Whistleblowing Policy (no amendments proposed)

- 9 To resolve:** 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

10 Staffing Matters

To receive an update and consider extra responsibilities.