**Foulness Island Parish Council**

 [www.foulnessislandpc.org.uk](http://www.foulnessislandpc.org.uk)

Chairman: Clerk/RFO:

Mrs E. Pitts, Mr B Summerfield CiLCA,

18, Little Wakering Road, Sutton Hall Cottage,

Great Wakering. Sutton Road,

Essex. Rochford, Essex.

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 **YOU ARE HEREBY SUMMONED TO THE MEETING OF**

 **THE FOULNESS ISLAND PARISH COUNCIL**

 **at the Staff Premises, Lodge Farm, Foulness Island, Southend-on-Sea, Essex. SS3 9XN.**

 **on WEDNESDAY 12th JULY 2023 at 7.00 pm.**

Chairman's opening remarks.

**1. To record the Members Present:**

i Councillors and Ward Councillors:

ii Representatives of QQ:

iii Members of the Public:

**2. Apologies for absence:**

iTo be received by **the Clerk in person only** via: email, letter and telephone.

ii To discuss the FIPC’s acceptance of reasons for absence.

**3. Declarations of Interests**

i **To receive all declarations of interests including** dispensations under the relevant provision s.33 of the

 Localism Act 2011.

ii **The Chairman reminds Councillors to declare any further interests now and as they became evident to them,**

 **during the progress of the meeting.**

**4. The Elected Councillor:**

i The person duly elected unopposed as Parish Councillor for Foulness Island: Mr G Bickford to sign:

 i the Statutory Declaration of Acceptance of Office.

 ii the Declaration of Interests Forms (28 days).

**5. Dispensations** **(relevant provision is s.33 of the Localism Act 2011)**

 The Clerk to receive from a councillors present, their request for dispensations re: Financial matters as local council

 tax payers inc: the Precept.

**6. Public Forum:** (5 Minutes per person with a Maximum of 15 minutes).

 Councillors, representatives of QQ, Guests, visiting Ward/Essex County Councillors and questions from

 members of the public.

**7. To Receive the Minutes of the Meeting of the 17th May 2023:**

 To agree:

**8. Matters Arising from the Minutes: (Not on the Agenda)**

 (Minute 17 23-24/i/ii) The Churchyards’ green overgrowth of graves:

 The Clerk’s report:

**9. Insurance:**

 To Resolve:

 Proposed by Councillors: M ……………….., seconded by M ………………… and agreed by all.

**10. Standing Orders:**

 To Resolve:

 Proposed by Councillors: M ……………….., seconded by M ………………… and agreed by all.

**11. Financial Regulations:**

 To Resolve:

 Proposed by Councillors: M ……………….., seconded by M ………………… and agreed by all.

**12. Assets List:**

 To Resolve:

 Proposed by Councillors: M ……………….., seconded by M ………………… and agreed by all.

**13. The Council Risk Assessment:**

 To Resolve:

 Proposed by Councillors: Mr……………….., Seconded by Mr………………… and agreed by all

**14. Finance:**

i To receive the FIPC Financial Statements (circulated on 12th JULY 2023).

ii To receive the Co-op Bank Financial Statements (circulated on 12th JULY 2023).

iii The FIPC balances to be checked as correct against Co-op Bank Statements by Cllrs: ……………. and ……………….

iv The Clerk’s report: Internal Audit Report /AGAR Form 2 - 2022-2023:

v **To Ratify transfers of Credits and Payments**:

 **1) CREDITS**:

 14/06/23 HMRC VAT126 £ 217-25.

30/06/23 RDC 2nd Part PRECEPT £1,600-00.

 **2) DEBITS**:

23/05/23 J.P. Watson Co (Annual Audit) £ 220.00.

 24/05/23 Gallagher Brokers Ins (Annual Insurance) £ 498-99.

 01/06/23 B Summerfield (Salary June) £ 168-77.

 15/06/23 EALC (Annual Subs) £ 70-86.

15/06/23 ROSPA (Annual Inspection) £ 90-00.

01/07/23 HMRS: (1st quarter PAYE-RTI) £ 126-40.

01/07/23 B Summerfield (Salary July) £ 168-77.

vi The above receipts and records of income, payments and transfers, as received and agreed, to be co-signed by

 councillors.

vii To resolve all ratified Credits and Payments, auditing/financial statements, donations, receipts and Bank

 transfers.

 Proposed by Councillors: ………………. seconded by ……………………. and agreed by all.

**15. The Parish Council Burial Ground:**

 i To discuss current and future burial fees.

 ii To receive the Clerk’s report re: an Ashes internment in the FI PC Burial Ground.

**16. Planning:**

 Application no 22/00………………./FUL

**17. Correspondence:**

i To record the Clerk’s letter to QQ re: The Parish Council/Residents road verges maintenance concerns.

ii To receive an e/letter June 2023 from QinetiQ re: FIPC Grounds Maintenance concerns.

iii To receive the QQ ‘Foulness Residents’ Updates: May/June 2023.

iv To receive the Foulness Island newsletters of May/June 2023.

v Printed Publications and General Information received by the Clerk are available on demand.

**18. Streetlights:**

 Councillors reports:

**19. Highways:**

i Councillors reports:

ii Councillor Mr A Holyland’s defibrillator reports:

**20. Play space reports:**

iCouncillor Mr G Bickford’s Play space inspection report 22-23 and current 23-24 reports.

ii The ROSPA report:

**21. Website:**

 The website is to be brought up to date with the inclusion of this meetings’ information.

**22. Next Agenda Items from Councillors:** *for the next Agenda and exchange of information only.*

 Items:

**23. The next Foulness Island Parish Council Meeting:**

 To agree: **WEDNESDAY 13th / 20th** **September 2023:**

**5th July 2023. B. Summerfield, (Foulness Island Parish Council Clerk/RFO)**