**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.

SS3 0JE. SS4 1LG.

07941500003. 01702 549308. helloelaine@btinternet.com bsummvint@hotmail.com **AGENDA**

 **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 6th APRIL 2022 at 7.00 pm.**

Chairman's opening remarks.

**Item: An** **informal Meeting** (15 minutes)

 for Foulness Island Residents, the F.I. Parish Councillors and QinetiQ only.

……………………………………………………………………………………………………………………………………………………………………………………………

1. **The Chairman to declare the formal meeting open: 7.--pm**.

i Councillors:

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

 Councillors, Guests, visiting Ward/County Councillors and questions from members of the public.

**5. To receive the Minutes of the Meeting of the 2nd February 2022:**

 To agree:

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

i (Minute 54/i) Opening of the Heritage Centre.

 Councillors reports:

ii (Minute 54/ii) Post Code Sat Nav problems for visitors to the Island.

 Ward Councillor Mr M Steptoe’s report:

**7. Finance:**

i To receive the FIPC Financial Statements (circulated on 6th April 2022).

ii To receive the Co-op Bank Financial Statements (circulated on 6th April 2022).

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

iv **The Audit 2021-2022**: to receive the Audit Commissions (Pannell Kerr Foster Littlejohn), directions and documents.

v To receive the Auditing Solutions (Internal Audit) 2021-22 documents, to be completed by 9th May 2022.

vi To record the receipt of payments from Twilight Memorials for G12/G13 @ £360-00 and G11 @ £180-00.

vii To confirm the receipt of the first payment of the Precept demand (22-23) from Rochford D.C. @ £1,550-00.

viii To ratify the Clerk/RFO transfer payments of:

 01/03/22 B Summerfield Salary (Nett) £ 156-48.

 01/03/22 DI0 1149795 Bus stop, Churchend £ 10-00.

 01/03/22 HMRC 4th quarter PAYE-RTI £ 81-68.

ix To agree the Clerk’s NALC **National Salary Awards 2021-22** (SCP 27 from April 21 @ new rate £16-58 hour).

x To agree the NALC/EALC back payment to former Clerk Mr J Watson from 1st April 21 to 1st August 22 @ £13-98.

xi To agree the NALC/EALC back payment to the Clerk Mr B Summerfield from 1st Sept 21 to 1st April 22 @ £24-36.

xii To agree the payment to B Summerfield of the April 2022 Salary payment @ £159-17 nett.

xiii To receive and agree the ICO invoice for Data Protection 22-23 @ £40-00.

xiv To receive and agree the FI PC Clerk’s ‘Office use’ invoice for 2021-22 @ £50-14.

xv To receive and agree the Clerk’s Petrol use invoice for 2021-22 @ £103-96.

xvi To resolve: all invoiced payments, auditing statements, financial statements, receipts, Bank transfers, etc.

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

**8. Planning:**

 22/……/FUL

**9. Potential Queens Jubilee Celebrations on the 2nd to 5th June 2022.**

 To discuss:

**10. Correspondence:**

i To record the RDC Publication of the Council Tax Levy Schedule, 2022-23.

ii To record the publication of the QQ ‘Foulness Residents’ Updates: February/March 2022.

iii To record the publication of the Foulness Island newsletter of March 2022.

iv The Clerk’s report re: a February communication from Twilight Memorials re: erection of G12 and G13 Memorials.

v The Clerk’s report re: a March communication from Twilight Memorials re: erection of G11 Memorial.

vi The Councillor vacancy on the Parish Council is advertised on the FIPC Notice Boards, Website and Facebook.

**11. Streetlights:**

i Councillor Mr A Holyland report re: a list for the Clerk of Island Streetlights that are non-functioning.

ii Councillors reports:

**12. Highways:**

i The Clerk’s report:

 i Ref 2755483 vegetation problem on the Crouch Corner byway,

 ii Copies of the Definitive Map for Foulness Island.

ii Councillors reports:

**13. Website:**

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

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

 Items:

**15. The next Foulness Island Annual Parish Meeting**

 To agree: **18/25th MAY APM 2022 at 7pm.**

**16. The next Foulness Island Annual Parish Council Meeting:**

 To agree: **18/25th MAY APCM 2022**

 **(following on from the Annual Parish Meeting).**

1st April 2022. B. Summerfield, (Foulness Island Parish Council Clerk/RFO).