**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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helloelaine@btinternet.com bsummvint@hotmail.com **AGENDA**

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

 **THE FOULNESS ISLAND PARISH COUNCIL**

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

 **(Courtesy of the Belton Bros Ltd)**

 **on WEDNESDAY 8th MAY 2024**

 **(following on from the Annual Assembly Meeting at 7.00 pm.)**

**1. Election of Chairman for 2024-2025.**

i To receive nominations for the post of Chairman.

ii Chairman to sign the statutory Declaration of Acceptance of Office.

**2. To Record the Members and Public Present:**

Present:

**3. Apologies and reasons for absence:**

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

ii To record the council decision on absence:

**4. Declarations of Interests**

 To receive Councillors Declaration of Interests:

**5. Election of Vice-chairman.**

i To receive nominations for the post of Vice Chairman.

ii Vice-chairman to sign the statutory Declaration of Acceptance of Office.

**6. The Clerk’s Role:**

To resolve the Clerk role as the Proper Officer, Responsible Financial Officer and the receiving officer responsible

 for Dispensations

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

 The Clerk to receive Councillors requests for dispensations re: Financial matters as local council tax payers inc:

 the Precept.

**8. Public Forum: ( 5 min per person only )**

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

ii The Clerk’s report re: The James Duddridge MP’s correspondence.

**9. Insurance:**

To discuss:

**10. Model Code of Conduct:**

 To discuss:

**11. Standing Orders:**

To discuss:

**12. Financial regulations:**

 To discuss:

**13. Assets List:**

 To discuss:

**14. The Council Risk Assessment:**

 To discuss:

**15. To receive the Minutes of the Meeting of the 10th April 2024.**

 To agree:

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

Items:

**17. Finance:**

I To receive the FIPC Financial Statements and the Co-op Bank Financial Statements (of 8th May 2024).

ii The FIPC balances to be checked against Bank Statements by; Cllrs ………………., and …………………….

iii To receive the Clerk’s report re: the 2023-24 Internal Audit paperwork and progress...

iv To receive the Gallagher insurance renewal request from Communityrenewals@ajg.com.

v **1) Business Account Balance:**  **10/04/2024** **£ 816-28.**

**CREDITS**: None.

 **DEBITS:** None.

 **Business Account Balance:**  **08/05/2024** **£ 816-28.**

 **2) Community Direct Plus Account Balance: 10/04/2024 £2,655-26.**

**CREDITS:** None.

**DEBITS:**

 17/04/24 the RDC re: Recharge for Parish Expenses £ 66-51.

 02/05/24 B Summerfield. (Clerk’s Salary May 24) £ 178.37.

 ……………………. **£ 244-88.**

**Community Direct Plus Account Balance: 08/05/2024 £ 2,410-38.**

vi The above copies of receipts of income, payments and transfers to be ratified and 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.

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

i The Chairman’s report re: a Farmer’s estimate to reduce the hedge to 5 feet in the Autumn of 2024.

ii The Clerk’s report re: restoration of the wording on the War Memorial.

**19. Correspondence:**

i The QQ ‘Foulness Residents’ Updates: February/March/April 2024.

ii The ‘Foulness Island Newsletter’ of March/April 2024.

iii The printed publications and General Information received by the Clerk are available on demand.

**20. Streetlights:**

 Councillor reports:

**21. Highways:**

 Councillor reports:

**22. Play space reports:**

 Councillor Mr G Bickford’s Play space inspection report.

**23. Website:**

 The website usability to be further updated with the inclusion of this meetings’ information.

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

 Items:

**25**. **The next Foulness Island Parish Council Meeting: (Extraordinary Audit Meeting).**

 **To agree:** **WEDNESDAY 5th/12th June 2024.**

**3rd May 2024. B. Summerfield, (Foulness Island Parish Council Clerk/RFO)**

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