## MINUTES DRAFT

## OF THE FOULNESS ISLAND PARISH COUNCIL (FIPC)

## HELD AT THE LODGE FARM STAFF PREMISES, FOULNESS ISLAND

## ON WEDNESDAY 18th JANUARY 2023.

## 

**61 22-23 To Record the Members and Public Present at the FIPC Meeting**: 7.00 pm

Councillor (Chairman) Mrs E Pitts.

Parish Councillors: Mr G Bickford, Mrs F Giles and Mr A Holyland.

Essex & Ward Councillor: Mr M Steptoe.

Ward Councillors: None.

Members of the Public: Mr and Mrs P Carr.

The Parish Clerk: Mr B Summerfield.

**62 22-23 Chairman’s Comments:**

The Chairman welcomed all Councillors and the public to the meeting, wishing them a \*Happy New Year\*.

**63 22-23 Apologies and reasons for absence:**

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

ii Acceptance of the reasons for the councillors absence: None.

iii Ward Councillors: None.

iv QinetiQ representative: Ms Nicki Uden (apologised).

**64 22-23 Declarations of Interests:**

i To receive all declarations of interests: None.

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

during the progress of the meeting.

**65 22-23 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.

i Councillor Mr M Steptoe reported: that the District and Essex Councils budgets for 23-24 are in process. – The Government have raised the % rate (before a public referendum) to 5%. – King Edmund School is still closed

due to the discovery of asbestos on site and the corresponding extra tonnage of site waste removal – The School

is now scheduled to be opened on the 23rd January 2023 – Two local MP’s have raised the School closure matter in

the House of Commons due to the total disruption of the pupils education – It is clear that there has been no

emergency backup planning by the education authorities or the ECC to correct the King Edmund total disruption

of the pupils education – All parents with questions are encouraged to contact Cllr: Steptoe.

ii Mr and Mrs P Carr thanked islanders who had raised matters re: the Domestic Energy Bill Support Payments.

iii The RDC Chairman Councillor Mr M Steptoe’s Civic Dinner at the Saxon Hall will be held on the 10th March 2023

**66 22-23 To receive the Minutes of the Meeting of the 28th September 2022:**

The Minutes were read and were Resolved to be agreed.

Proposed by Councillors: Mrs E Pitts, seconded by Mr G Bickford and agreed by all.

The Chairman duly signed the Minutes as a correct record.

**67 22-23 Matters Arising from the Minutes: (Not on the Agenda)**

i (Minute 48/ii) Church ownership enquiries:

i Councillors discussed the correspondence re: the overgrowth in the Church cemetery preventing family

members from paying their respects to their loved ones.

ii Agreed the Clerk to further write to the owners of the Church encouraging a proper green graveyard

clearance and to circulated to Councillors the received copies of the Church Covenant’s.

ii (Minute 56/ii) Letter to the CEO of QinetiQ re: Island Streetlighting and Green maintenance.

The Clerk read the PC letter to the Council.

**68 22-23 Finance: (Precept)**

i The Clerk’s spredsheet estimates for the Precept demand on the Rochford District Council for 2023-24

were received and discussed at length.

ii Resolved; the Precept demand on the Rochford District Council for 2023-2024 is £3,200-00.

Proposed by Councillors: Mr G Bickford, seconded by Mr A Holyland and agreed by all.

**69 22-23 Finance:**

i The FIPC Financial Statements (circulated on 18th January 2023) were recorded.

ii The Co-op Bank Financial Statements (circulated on 18th January 2023) were recorded.

iii The FIPC balances were checked as correct against Co-op Bank Statements by Cllrs: Mrs E Pitts and Mrs F Giles.

iv Resolved the circulated notification of the Clerk’s NALC/EALC agreed pay rise of SCP 27 @ £16.58 per hr to

£17.58 per hr and backdated to 1st April 2022.

Proposed by Cllrs: Mr G Bickford, seconded by Mrs E Pitts and agreed by all was recorded.

v The Clerk was authorised to update the monthly Bank Transfer of the Clerk’s Salary Standing transfer to the

awarded NALA/EALC rate of £168-77 NETT per month from 1st February 2023 and was recorded.

vi The Clerk’s authorised Bank Transfer re: the Clerk’s back dated salary payment of 10 months x £12 at £120-00

was recorded.

vii Resolved a donation to be transferred to the Foulness Island Newsletter covering costs at £100-00 was recorded.

viii The notification of the External Auditors appointment (PKF-Littlejohn LLP) for 2022-23 onwards was recorded.

ix i Ratified and Resolved the transfer payments by the Clerk dated:

03/10/22 B Summerfield re: Salary October (Nett) @ £159-17.

01/11/22 B Summerfield re: Salary November (Nett) @ £159-17.

15/11/22 HMRC PAYE-RTI 2nd Quarter Payment @ £75-27 correction.

08/12/22 B Summerfield re: Salary December (Nett) @ £158-17.

08/12/22 A payment to DIO re: Recreation Area, Church End @ 10-00.

02/01/23 B Summerfield re: Salary January (Nett) @ £159-17.

ii Ratified and Resolved the future transfer payments by the Clerk dated:

19/01/23 HMRC PAYE-RTI 3rd Quarter Payment @ £156.27.

19/01/23 B Summerfield re: Salary (Backpay x 10 months) @ £120-00.

20/01/23 Cllr Mrs E Pitts re: Remembrance Wreath @ £25-00.

24/01/23 ICO -Information Commission @ £40-00.

iii Ratified and Resolved the future transfer payment by the Clerk from the Business Select Instant Account

to the Community Directplus Account @ £1,000-00.

24/01/23 (1st Balancing transfer) @ £500-00.

iii Ratified and Resolved the future transfer payments by the Clerk up to 31/03/2023 inc:

26/01/23 Foulness Island Newsletter - Donation @ £100-00.

--/01/23 Maxus Services Ltd re: Invoice 203018 Hedging (P.C. Cemetery) @ £375-00.

01/02/23 B Summerfield re: Salary (February) @ £168-77.

01/03/23 B Summerfield re: Salary (March) @ £168-77.

01/03/23 (HMRC) re: 4th Quarter PAYE-RTI @ £156-27.

x Resolved all invoiced and ratified payments, auditing/financial statements, donations, receipts and Bank transfers.

Proposed by Councillors: Mr A Holyland, seconded by Mrs F Giles and agreed by all.

**70 22-23 Planning:**

i Application no 22/00834/FUL QinetiQ, Churchend, Foulness Island, Essex.

(Proposed Construction of Sea Defence and Access Track Works, between Stairs Road and Shoebury New Ranges

(Morris Chase) Known as the Phase 3 Sea Defence Wprks at the Ministry of Defence (MOD)),

* Foulness Island Parish Council approved.

**71 22-23 Correspondence:**

I The Winter Warmth and Welcome Spaces Fund (circulated) was Noted.

ii An e/letter November 2022 from RHALC re: Minutes of 20th October meeting was Noted.

iii An email/letter from Councillor Mr M Steptoe re: Broadband Roll out for Foulness Island was Noted.

iv An email/letter from the RCCE re: Community Led Housing Opportunities in Foulness Island was agreed to be

forwarded to Nicki Uden and the CEO, QQ, Mr John Cooper, with the F.I. Parish Council support.

v The QQ ‘Foulness Residents’ Updates: September/October/November/December/January 23 were Noted.

vi The Foulness Island newsletters of November/December 2022 were Noted.

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

**72 22-23 Streetlights:**

Councillors reported that the majority of streetlighting outages have been repaired.

**73 22-23 Highways:**

i Councillors reported that the general verge hedging and grass cutting, etc; have been carried out.

ii Councillor Mr A Holyland reported that the defibrillator inspections have shown them to be OK.

**74 22-23 Play space reports:**

Councillor Mr G Bickford’s Play space inspection reports will be passed to the Chairman.

**75 22-23 Website:** (The website is to be brought up to date with the inclusion of this meetings’ information).

The Clerk reported that he will be visiting the Webmaster to be updated on the website workings.

**76 22-23 Next Agenda Items from Councillors:** *for the next Agenda and exchange of information only.*

Items: None.

77 22-23 The next Foulness Island Parish Council Meeting:

Agreed: **WEDNESDAY** **1st March 2023.**

**There being no further business the Chairman closed the meeting at 8.21pm.**

**DRAFT 2023. B. Summerfield, (Foulness Island Parish Council Clerk/RFO).**