## MINUTES

## OF THE FOULNESS ISLAND PARISH COUNCIL (FIPC)

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

## ON WEDNESDAY 28th SEPTEMBER 2022.

## 

**Item:** **Informal meeting.** 7.00 pm.

**42 22-23 To Record the Members and Public Present at the FIPC Meeting**: 7.25 pm

Councillor (Chairman) Mrs E Pitts.

Parish Councillors: Mrs F Giles and Mr A Holyland.

Essex & Ward Councillor: Mr M Steptoe.

QinetiQ representative: Nicki Uden.

Members of the Public: Mr and Mrs P Carr.

The Parish Clerk: Mr B Summerfield.

**43 22-23 Chairman’s Comments:**

The Chairman welcomed all Councillors and the public to the meeting.

**44 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: Mr G Bickford (Covid).

**45 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.

**46 22-23 One Minute’s Silence, in respect of the Memory of the late Queen Elizabeth II:**

The Councillors and guests paid their respects to the memory of the late Queen Elizabeth.

**47 22-23 The Agenda Format:**

The Council agreed that the Agenda format, without an informal meeting at the beginning, be readopted.

**48 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: his attendance as Chairman of the RDC, conducting the announcement of

Queen Elizabeth II demise and the Proclamation of King Charles III in the Rochford Market Square – Attended

many recent Church Services in remembrance of the late Queen Elizabeth II - Recent cancelled RDC meetings

out of due respect.

ii Councillors and Mr and Mrs P Carr reported: Relatives of residents buried within the curtilage of the Church

have complained of the unkempt condition of the graves and overgrowth preventing owners from attending

and paying respect to their loved ones - The Clerk to forward the complaints – the state of the local overgrowth

of vegetation on the road and Streetlighting outages were discussed

**49 22-23 To receive the Minutes of 29th June 2022:**

The Minutes were read and were Resolved to be agreed.

Proposed by Councillors: Mr A Holyland, seconded by Mrs E Pitts and agreed by all.

The Chairman duly signed the Minutes as a correct record.

**50 22-23 Matters Arising from the Minutes: (Not on the Agenda)**

i (Minute 40 i/ii) Funeral Directors enquiry re: gravestones location.

The Clerk reported that his research has revealed that the gravestones (the subject of an enquiry by the

Funeral Directors) have proven to be within the curtilage of the Church and its owners.

ii (Minute 40 iii) Update of FIPC membership of the GWCA.

The Clerk reported the GWCA updated.

**51 22-23 The Adoption of the updated Model Code of Conduct:**

i Resolved the Parish Council’s adoption of the updated Model Code of Conduct in line with the RDC.

Proposed by Councillors: Mr A Holyland, seconded by Mrs E Pitts and agreed by all.

**52 22-23 Finance:**

i The FIPC Financial Statements (circulated on 28th September 2022) were recorded.

ii The Co-op Bank Financial Statements (circulated on 28th September 2022) were recorded.

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

iv The Clerk’s letter to PKF (External Auditor) forwarding the Exemption Certificate for FIPC, was recorded.

v The dates set for the Period of the Exercise of Public Rights (Audit 21-22) as 04/07/22 – 12/08/22 were recorded.

vi The Clerk reported that Mr John Watson will be the Internal Auditor for 2022-2023 which was recorded.

vii Ratified and resolved all Income and the Clerk/RFO transfer payments of all received salaries and invoices:

02/07/22 B Summerfield re: Salary July NALC/EALC rate (Nett) @ £159-17.

06/07/22 A payment to re: HMRC re: 1st Quarter PAYE-RTI @ £159-17.

18/07/22 A payment to Auditing Solutions Ltd re: Internal Audit 2021-22 @ £552-00.

01/08/22 B Summerfield re: Salary August NALC/EALC rate (Nett) @ £159-17.

30/08/22 A payment to DIO re: Bus Stop Courts End @ 60-00.

02/09/22 B Summerfield re: Salary September NALC/EALC rate (Nett) @ £159-17.

viii Resolved: all invoiced and ratified payments, auditing statements, financial statements, receipts and Bank transfers.

Proposed by Councillors: Mr A Holyland, seconded by Mrs E Pitts and agreed by all.

**53 22-23 Planning:**

i Application no 22/00701/FUL 26, Churchend, Foulness Island, Essex. SS3 9XQ.

(Replacement of the Insulation, Plastic Wrap and Cladding).

* Foulness Island Parish Council have no objection.

ii Application no 22/00700/FUL 29, Churchend, Foulness Island, Essex. SS3 9XQ.

(Replacement of Insulation, Plastic Wrap and Cladding on 29-30).

* Foulness Island Parish Council have no objection.

**54 22-23 Correspondence:**

i The publications of the QQ ‘Foulness Residents’ Updates: July/August/September2022 were recorded.

ii The publication of the Foulness Island newsletters of July/September/October 2022 were recorded.

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

**55 22-23 Streetlights:**

Councillors reported to Ms N Uden the streetlighting needing urgent repair.

**56 22-23 Highways:**

i Councillor Mr A Holyland recorded his weekly defibrillator inspection reports.

Clerk to forward the potential defib fault information to Cllr: Holyland.

ii Councillors reported on the lack of Highways vegetation clearance and the non-cutback of young trees

abutting the Highways. Agreed a letter of complaint to the administration of QinetiQ.

**57 22-23 Play space reports:**

Councillor Mr G Bickford’s inspection reports to the next meeting.

**58 22-23 Website:** (The website is to be brought up to date with the inclusion of this meetings’ information).

The Clerk reported on the current updating of the none functioning website.

**59 22-23 Next Agenda Items from Councillors:** *for the next Agenda and exchange of information only.*

Items: Remembrance Sunday wreath to be purchased by the Cllr: Mrs E. Pitts.

60 22-23 The next Foulness Island Parish Council Meeting:

Agreed: **WEDNESDAY** **7th DECEMBER 2022 (Precept).**

There being no further business the Chairman closed the meeting at 8.16 pm.

12th January 2023. B. Summerfield, (Foulness Island Parish Council Clerk/RFO)