**FOULNESS ISLAND PARISH COUNCIL**

**NOTICE IS HEREBY GIVEN** that the next meeting of the Foulness Island Parish Council will take place on Wednesday 13th May, 2020 commencing at 7.00 pm.

This will be a virtual audio meeting and dial in details can be obtained from the Clerk who can be contacted by e-mail at foulnessparishcouncil@gmail.com.

This meeting will be open to the press and members of the public.

**ALL MEMBERS of the COUNCIL ARE HEREBY SUMMONSED** to attend for the purpose of considering and resolving upon the business to be transacted at the meeting as set out hereunder.

Signed: Date: 4th May 2020

John Watson.

Clerk to the Foulness Island Parish Council.

**AGENDA**

1. **The Chair to declare the meeting open.**
2. **To receive notification from any persons present of intent to record the meeting.**
3. **To receive apologies for absence.**
4. **To receive Declarations of Interest in accordance with the Council’s Code of Conduct and with section 106 of the Local Government Finance Act 1992.**
5. **To sign as a correct record the minutes of the Full Council meeting held on 11th March, 2020** *(minutes to be circulated).*
6. **To receive a report from the District and County Councillors for the area on any matters of interest.**
7. **Financial Matters**
8. To approve
9. Bank Reconciliation as at 31st March 2020 *(copy to be circulated)*
10. Accounts for the year to 31st March 2020 *(copy to be circulated)*
11. To ratify
12. Payments made since last meeting and previously agreed by e-mail *(schedule to be circulated).*
13. To approve
14. Payment requests for April/May 2020 *(schedule to be circulated).*
15. Receipts for April/May 2020 *(schedule to be circulated).*
16. To authorise the Clerk to reimburse audio meeting telephone expenses to Members if required.
17. **Annual Internal Audit Report**
18. To note and approve the Annual Internal Audit Report 2019/20 in the Annual Return (Annual Governance and Accountability Return 2019/20 (Page 4). *(Copy to be circulated).*
19. **Annual Return**
20. To approve and sign the Certification of Exemption from the limited assurance review under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015. (Annual Governance and Accountability Return 2019/20 (Page 3). *(Copy to be circulated).*
21. To approve and sign Section 1 – Annual Governance Statement 2019/20 in the Annual Return (Annual Governance and Accountability Return 2019/20 (Page 5). *(Copy to be circulated).*
22. To approve and sign Section 2 – Accounting Statements 2019/20 in the Annual Return (Annual Governance and Accountability Return 2019/20 (Page 6). *(Copy to be circulated).*

1. **Parish Burial Ground.**
2. To ratify the decision previously made by e-mail that burial fees in the Parish Burial Ground remain unchanged in 2020/21.
3. **Clerk’s Report**
4. To receive a report from the Clerk about any outstanding matters and to take action as required.
5. **The meeting will stand adjourned to permit Parishioners of Foulness Island to address the Council.**
6. **At the Chair’s discretion for Councillors to exchange information on matters relating to the Parish.**

Issued 4th May 2020

.