# **FOULNESS ISLAND PARISH COUNCIL**

**NOTICE IS HEREBY GIVEN** that the next meeting of the Foulness Island Parish Council will take place on Wednesday 14th December, 2016, in Lodge Farm Staff Premises, Foulness Island, commencing at 7.00 p.m.

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:

John Watson.

Clerk to the Foulness Island Parish Council.

#### **AGENDA**

- 1. The Chair to declare the meeting open.
- 2. To receive apologies for absence.
- 3. 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.
- 4. To sign as a correct record the minutes of the Full Council meeting held on 12th October, 2016 (minutes preciously circulated).
- 5. To receive a report from the District and County Councillors for the area on any matters of interest.
- 6. Financial Matters
  - a. To approve
    - *i.* Bank Reconciliation as at 31st October, 2016 (copy reconciliation to be circulated).
    - ii. Payment requests for October/November/December 2016 (schedule to be tabled at the meeting)
    - iii. Receipts for October/November 2016 (schedule to be tabled at the meeting).
- 7. External Audit Report
  - a. To approve the External Audit Report (copy previously circulated).
- 8. Clerk's Report

a. To receive a report from the Clerk about various outstanding matters

#### 9. Risk Assessment

 To consider and approve the Risk Assessment report prepared by the Clerk and to agree any action to be taken (copy to be circulated at the meeting)

#### 10. Transparency Code for Smaller Councils

a. To receive a report from the Clerk regarding setting up a Parish Council Website.

### 11. Play Area Funding

a. To receive a report from Councillor Porter regarding obtaining funding to improve the Play Area.

#### 12. Ministry of Defence

a. To receive a report from Geoff Evans, Resident Project Office.

## 13. Defence Infrastructure Organisation

a. To receive a report from Chris Hewitt, Estate Surveyor, Land Management Services.

# 14. QinetiQ Report

- a. To receive a report from Nicki Uden, QinetiQ
- 15. The meeting will stand adjourned to permit Parishioners of Foulness to Address the Council.
- 16. At the Chair's discretion for Councillors to exchange information on matters relating to the Parish.

Issued 4th December, 2016.