**FOULNESS ISLAND PARISH COUNCIL**

**NOTICE IS HEREBY GIVEN** that the Annual Meeting of the Foulness Island Parish Council will take place on Wednesday 8th May 2019 at Lodge Farm Staff Premises, Foulness Island, commencing at 7.15 pm.

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: 30th April 2019

John Watson.

Clerk to the Foulness Island Parish Council.

**AGENDA**

1. **The Chair to declare the meeting open.**
2. **To elect a Chair of the Foulness Island Parish Council for the 2019/2020 Term of Office.**
3. **The elected Chair of the Parish Council to sign the Statutory Declaration of Office.**
4. **To elect a Vice Chair of the Foulness Island Parish Council for the 2019/2020 Term of Office**
5. **To receive notification from any persons present of intent to record the meeting**
6. **To receive apologies for absence.**
7. **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.**
8. **To sign as a correct record the minutes of the Full Council meeting held on 10th April, 2019** *(minutes attached).*
9. **To receive a report from the District and County Councillors for the area on any matters of interest.**
10. **Financial Matters**
11. To approve,
12. Bank Payment requests for April/May 2019 *(schedule to be circulated).*
13. Receipts for April/May 2019 *(schedule to be circulated).*

1. **Burial Ground**
2. To approve the scale of fees in respect of the Parish Burial Ground for 2019/2020 *(copy of 2018/2019 fee scale attached).*
3. **Councillor Co-option**
4. To instruct the Clerk to commence the Councillor Co-option Process in respect of the two vacancies on the Council.
5. **Bank Mandate**
6. To agree to instruct the Clerk to submit a revised Bank Mandate to the Co-Op Bank
7. **Dates of Meetings**
8. To agree the provisional dates of meetings for the 2019/2020 Council Year
9. **Play Area**
10. To instruct the Clerk to obtain tenders for the maintenance of the Play Area
11. **Clerk’s Report**
12. To receive a report from the Clerk about any outstanding matters and to take action as required.
13. **Reports of Meetings attended.**
14. To receive reports from The Clerk and Councillors about any meetings attended.
15. **The meeting will stand adjourned to permit Parishioners of Foulness Island to address the Council.**
16. **At the Chair’s discretion for Councillors to exchange information on matters relating to the Parish.**
17. **Pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 it is resolved that, in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and the public be excluded and they are instructed to withdraw.**
18. **Tender re Parish Burial Ground**
19. To agree to extend the current contractors’ tenders for a second year.

Issued 30th April 2019.