**FOULNESS ISLAND PARISH COUNCIL**

**NOTICE IS HEREBY GIVEN** that the next meeting of the Foulness Island Parish Council will take place on Wednesday 9th September, 2020 commencing at 6.30 pm.

This will be a virtual 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: 2nd September 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 8th July, 2020** *(minutes attached).*
6. **To receive a report from the District and County Councillors for the area on any matters of interest.**
7. **Financial Matters**
8. To ratify
9. Payments made since last meeting and previously agreed by e-mail *(schedule to be circulated).*
10. To approve
11. Payment requests for July/August 2020 *(schedule to be circulated).*
12. Receipts for July/August 2020 *(schedule to be circulated).*
13. **Annual Internal Audit**
14. To note and approve the Notice of Conclusion of the Audit and Right to inspect the Annual Return *(copy attached).*
15. To note and approve the Confirmation of the Dates of the Period for the Exercise of Public Rights *(copy attached).*
16. **National Salary Awards**
17. To approve the salary increase for the Clerk as from 1st April 2020 in line with the National Salary Awards.
18. **Data Protection**
19. To consider and approve the Parish Council’s Data Protection Policy *(copy attached).*
20. **Code of Conduct**
21. To consider and approve the Parish Council’s Code of Conduct *(copy attached)*
22. **Car Parking on the Island**
23. To consider the email(s) from John Cooper (DIO) re car parking on the Island and to agree (if appropriate) the action to be taken *(emails circulated previously).*
24. **Council Records**
25. To consider the proposal as to whether the historic Council records should be donated to the Island Heritage Centre or to the Essex Records Office and to agree the action to be taken.
26. **Clerk’s Report**
27. To receive a report from the Clerk about any outstanding matters and to take action as required, to include
28. Telephone Boxes
29. Appointment of Internal Auditor
30. Google Maps
31. **The meeting will stand adjourned to permit Parishioners of Foulness Island to address the Council.**
32. **At the Chair’s discretion for Councillors to exchange information on matters relating to the Parish.**

Issued 2nd September 2020