**FOULNESS ISLAND PARISH COUNCIL**

**Minutes** of the Foulness Island Parish Council held on Wednesday 11th October, 2017, at Lodge Farm Staff Premises, Foulness Island, commencing at 7.00 p.m.

Present: Councillors G. Bickford (Vice Chair), F. Giles, R. Green and E. Pitts (Chair)

In attendance: County Councillor M. Steptoe, District Councillor D. Efde, N. Uden (QinetiQ), E. Birch (QinetiQ) and J. Watson (Clerk).

**MINUTES**

1. **The Chair to declare the meeting open.**
2. The Chair declared the meeting open
3. **To receive apologies for absence.**
4. Apologies for absence were received from Councillor A. Porter and District Councillors N. Hookway and T. Hughes.
5. **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.**
6. There were no declarations of interest
7. **To sign as a correct record the minutes of the Full Council meeting held on 13th September 2017.**
8. Proposed Councillor Giles, seconded Councillor Bickfordthatthe minutes of the Full Council meeting held on 13th September 2017 be signed as a correct record. 2 for, 2 abstentions. Carried
9. **To receive a report from the District and County Councillors for the area on any matters of interest.**
10. County Councillor Steptoe reported on various matters relating to the County Council including the provision of a Post Office on the Island and the Mobile Library Service
11. District Councillor Efde reported on the courses he had attended.
12. **Financial Matters**
13. Proposed Councillor Green, seconded Councillor Beckford that the payment requests for September/October 2017 be approved. Carried unanimously.
14. Proposed Councillor Green, seconded Councillor Giles that the receipts for September/October 2017 be approved. Carried unanimously.

1. **External Audit**
2. The External Audit Report for the year to 31st March 2017was noted. The Clerk was congratulated on it being a clear report.
3. **Network Rail Public Notices**
4. The Network Rail Public Notices circulated prior to the meeting were noted. It was agreed that the Parish Council did not need to take any action.
5. **Mobile Library Consultation**
6. The details of the Mobile Library Consultation were noted and the Clerk was asked to encourage parishioners to participate in the online consultation by giving details in the parish newsletter.
7. **Foulness Island War Memorial**
8. The Foulness Island War Memorial Consultation Report was noted. It was agreed that the Parish Council did not need to take any action.
9. **Clerk’s Report**
10. The Clerk reported,
11. The process regarding the tenders in respect of the Burial Ground was ongoing.
12. The discussions regarding the provision of a Post Office on the Island were still ongoing. Following the report from County Councillor Steptoe he would write to the DIO to see whether a building could be made available for this.
13. **Risk Assessment**
14. It was agreed that consideration of the Risk Assessment for the 2017/18 Financial Year would be postponed to the next meeting.
15. **Ministry of Defence**
16. There was no report from the Ministry of Defence
17. **Defence Infrastructure Organisation**
18. N. Uden reported that two properties had been offered to potential tenants. Three more properties were to be released.
19. **QinetiQ Report**
20. N. Uden and E. Birch gave their report
21. **The meeting will stand adjourned to permit Parishioners of Foulness to Address the Council.**
22. Questions were raised about
23. A conifer that required attention in the Play Area
24. Saplings on the road to Courtend
25. **At the Chair’s discretion for Councillors to exchange information on matters relating to the Parish.**
26. **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.**
27. There being no update on the Play Area the public were not required to leave the meeting.

Meeting closed 8.10 pm

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