**FOULNESS ISLAND PARISH COUNCIL**

**Minutes** of the Meeting of Foulness Island Parish Council held on Wednesday 11th September, 2019, at Lodge Farm Staff Premises, Foulness Island, commencing at 7.15 p.m.

Present: Councillors G. Bickford (Vice Chair), F. Giles, A. Holyland (part) and E. Pitts (Chair).

In attendance: District and County Councillor M. Steptoe, 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 notification from any persons present of intent to record the meeting.**
4. No persons present notified the meeting that they intended to record the proceedings.
5. **To receive apologies for absence.**
6. Apologies for absence were received from District Councillors Daniel Efde and Joe McPherson
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. There were no declarations of interest.
9. **To sign as a correct record the minutes of the Full Council meeting held on 5th June, 2019.**
10. Proposed Councillor Bickford, seconded Councillor Giles that the minutes of the Full Council meeting held on 5th June 2019 be signed as a correct record. Carried unanimously.
11. **To receive a report from the District and County Councillors for the area on any matters of interest.**
12. District & County Councillor Steptoe gave a brief report to the meeting.
13. **Financial Matters**
14. Proposed Councillor Pitts, seconded Councillor Bickford that the payment requests for June/July 2019 be approved. Carried unanimously.
15. Proposed Councillor Pitts, seconded Councillor Giles that the payment requests for July/September 2019 be approved. Carried unanimously.
16. Proposed Councillor Pitts, seconded Councillor Giles that the receipts for June/July 2019 be approved. Carried unanimously.
17. Proposed Councillor Pitts, seconded Councillor Giles that the receipts for July/September 2019 be approved. Carried unanimously.
18. Proposed Councillor Pitts, seconded Councillor Bickford that the bank reconciliation as at 30th June 2019 be approved. Carried unanimously.
19. Proposed Councillor Pitts, seconded Councillor Bickford that the accounts for the three months to 30th June 2019 be approved. Carried unanimously.
20. **2019/2020 Precept**
21. Proposed Councillor Giles, seconded Councillor Pitts that the amount of the precept for 2019/2020 be recorded as being £2,693.00 plus CTSG of £68.00. Carried unanimously.

1. **Play Area Report**
2. The report in respect of the Parish Council Play Area dated 13th May 2019 as submitted by Playsafety Ltd was considered. It was agreed that no immediate action need be taken.
3. **Risk Management**
4. The Council’s Risk Management review for 2019-2020 as circulated prior to the meeting was considered.
5. Proposed Councillor Pitts, seconded Councillor Giles that this be approved. Carried unanimously.
6. **Shoeburyness Integrated Rural Management Plan**
7. The e-mail and documentation received from QinetiQ were considered. It was agreed that no action need be taken.
8. **Parish Burial Ground**
9. The draft Parish Burial Ground Rules as circulated prior to the meeting were discussed.
10. Proposed Councillor Pitts, seconded Councillor Bickford that, subject to some minor amendments, these be approved. Carried unanimously.
11. **Rotary Club Project**
12. The e-mail received from Rotary regarding a possible project to be jointly undertaken with them was discussed. It was agreed that no action be taken.
13. **Essex & Herts Air Ambulance**
14. The letter dated September 2019 from Essex & Herts Air Ambulance requesting a donation was considered. It was proposed by Councillor Pitts, seconded Councillor Bickford and carried unanimously that a donations of £75 be made to the Essex & Herts Air Ambulance. It was noted that this donation be made under the powers granted under Section 137 of the Local Government Act 1972.

1. **Report of Meetings Attended**
2. No meetings had been attended.
3. **Clerk’s Report**
4. The Clerk had no items to report that had not been covered by the Agenda.
5. **Councillor Co-option**
6. The application for co-option to the Council received from Adam Holyland was considered.
7. Proposed Councillor Pitts, seconded Councillor Bickford and carried unanimously that Adam Holyland be co-opted as a member of the Council.
8. **The meeting will stand adjourned to permit Parishioners of Foulness Island to address the Council.**
9. No Parishioners addressed the meeting.
10. **At the Chair’s discretion for Councillors to exchange information on matters relating to the Parish.**
11. There was no information to exchange.
12. **Pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 it was resolved that, in view of the confidential nature of the business about to be transacted, it was advisable in the public interest that the press and the public be excluded and they were instructed to withdraw.**
13. **Council Burial Ground**
14. The Clerk reported that the contractors appointed in 2018/2019 in respect of the Parish Burial Ground had both agreed to extend the contracts to 2019/202 at no extra cost. The Clerk was asked to thank them.
15. **Council Play Area**
16. To Clerk reported that he had received two quotations in respect of the Council Play Area. As the Council was not due to meet in August he had asked Belton Bros to proceed with the maintenance for the 2019/2020 Council year. This action was ratified by Council.

**Meeting closed 8.02 pm**

Issued 1st October 2019.