**FOULNESS ISLAND PARISH COUNCIL**

**Minutes** of the virtual audio meeting of Foulness Island Parish Council held on Wednesday 13th May, 2020, at 7.00 p.m.

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

In attendance: 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 advised that they intended to record the meeting.
5. **To receive apologies for absence.**
6. There were no 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. There were no declarations of interest.
9. **To sign as a correct record the minutes of the Full Council meeting held on 11th March, 2020.**
10. Proposed Councillor Pitts, seconded Councillor Bickford that the minutes of the full Council meeting held on 11th March 2020 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. No District or County Councillors were in attendance at the meeting.
13. **Financial Matters**
14. Proposed Councillor Pitts, seconded Councillor Bickford that the Bank Reconciliation as at 31st March 2020 be approved. Carried unanimously.
15. Proposed Councillor Pitts, seconded Councillor Giles that the Accounts for the year to 31st March 2020 be approved. Carried unanimously.
16. Proposed Councillor Bickford, seconded Councillor Holyland that the

payments made since the last meeting in April and previously agreed by e-mail be approved. Carried unanimously*.*

1. Proposed Councillor Giles, seconded Councillor Holyland that the payment requests for April/May 2020 and the receipts for April/May 2020 be approved. Carried unanimously.
2. Proposed Councillor Pitts, seconded Councillor Bickford that the Clerk be authorised to reimburse audio meeting telephone expenses to Members if required.
3. **Annual Internal Audit Report**
4. The Clerk reported that the Internal Audit had not been completed and it was agreed to carry this item forward to the next meeting.
5. **Annual Return**
6. Proposed Councillor Pitts, seconded Councillor Bickford that the Certification of Exemption from the limited assurance review under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015. (Annual Governance and Accountability Return 2019/20 be approved and signed. Carried unanimously.
7. Proposed Councillor Holyland, seconded Councillor Giles that Section 1 – Annual Governance Statement 2019/20 in the Annual Return (Annual Governance and Accountability Return 2019/20 (Page 5) be approved and signed. Carried unanimously.
8. Proposed Councillor Bickford, seconded Councillor Holyland that Section 2 – Accounting Statements 2019/20 in the Annual Return (Annual Governance and Accountability Return 2019/20 be approved and signed. Carried unanimously.

1. **Parish Burial Ground.**
2. Proposed Councillor Giles, seconded Councillor Bickford the decision previously made by e-mail that burial fees in the Parish Burial Ground remain unchanged in 2020/21 be ratified. Carried unanimously.
3. **Clerk’s Report**
4. The Clerk had nothing to report that had not been previously covered in the meeting.
5. **The meeting will stand adjourned to permit Parishioners of Foulness Island to address the Council.**
6. No parishioners were in attendance.
7. **At the Chair’s discretion for Councillors to exchange information on matters relating to the Parish.**
8. No Councillors had any information to exchange

 Meeting closed 7.35 pm

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