**FOULNESS ISLAND PARISH COUNCIL**

**Minutes** of the virtual meeting of Foulness Island Parish Council held on Wednesday 14th April 2021, at 7.15 p.m.

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

In attendance: County Councillor M. Steptoe, 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 Efde and 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. Councillor Pitts declared a non-pecuniary interest in Agenda Items 16 and 17.
9. **To sign as a correct record the minutes of the Full Council meeting held on 10th March, 2021.**
10. Proposed Councillor Pitts, seconded Councillor Bickford that the minutes of the Full Council meeting held on 10th March, 2021be signed as a correct record. Carried unanimously.
11. **To receive a report from the District and County Councillors on any matters of interest to the Parish.**
12. County Councillor Steptoe reported that, to comply with Covid-19 requirements in respect of meetings to be held after the elections, the County Council were looking at alternative meeting venues.
13. **Financial Matters.**
14. Proposed Councillor Pitts, seconded Councillor Bickford that the Bank Reconciliation as at 31st March 2021 be approved. Carried unanimously.
15. Proposed Councillor Pitts, seconded Councillor Giles that the Accounts for the year to 31st March 2021 be approved. Carried unanimously.
16. Proposed Councillor Pitts, seconded Councillor Giles that the Payment Requests for March/April 2021 be approved. Carried unanimously.
17. Proposed Councillor Pitts, seconded Councillor Holyland that the Receipts for March/April 2021 be approved. Carried unanimously.
18. **Annual Internal Audit Report.**
19. Proposed Councillor Pitts, seconded Councillor Giles that the Annual Internal Audit Report 2019/20 in the Annual Return (Annual Governance and Accountability Return 2019/20 (Page 4)be noted, approved and signed. Carried unanimously.
20. Proposed Councillor Pitts, seconded Councillor Bickford that the Internal Audit Report from Auditing Solutions Ltd for the 2020/2021 financial year be noted and approved. Carried unanimously.
21. **Annual Return**
22. Proposed Councillor Pitts, seconded Councillor Holyland 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 2020/21 (Page 3) be noted, approved and signed. Carried unanimously.
23. Proposed Councillor Pitts, seconded Councillor Giles that Section 1 – Annual Governance Statement 2019/20 in the Annual Return (Annual Governance and Accountability Return 2020/21 (Page 5) be noted, approved and signed. Carried unanimously.
24. Proposed Councillor Pitts, seconded Councillor Bickford that Section 2 – Accounting Statements 2019/20 in the Annual Return (Annual Governance and Accountability Return 2020/21 (Page 6) be noted, approved and signed. Carried unanimously.
25. **Parish Burial Ground**
26. Proposed Councillor Giles, seconded Councillor Bickford that the scale of fees in respect of the Parish Burial Ground for the 2021/22 financial year remain at the same level as for 2020/21. Carried unanimously.

1. **Meeting Dates**
2. Proposed Councillor Pitts, seconded Councillor Giles that, due to the uncertainty about the legality of holding virtual meetings after 7th May 2021, the Annual Statutory Meeting of the Parish Council be held on Wednesday 5th May 2021. Carried unanimously.
3. It was agreed that the meetings for the rest of the Council year be held on the second Wednesday of each month. There would not be a meeting in August.
4. **Clerk’s Report**
5. The Clerk reported that the new Defibrillators would be installed shortly.
6. **The meeting will stand adjourned to permit Parishioners of Foulness Island to address the Council.**
7. No parishioners were present to address the meeting.
8. **At the Chair’s discretion for Councillors to exchange information on matters relating to the Parish.**
9. No information was exchanged.
10. **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.**
11. **Council Burial Ground**
12. The quotations received in respect the maintenance of the Council Burial Ground were noted and contracts awarded as appropriate.
13. **Council Play Area**
14. The quotations received in respect the maintenance of the Council Play Area were noted. The Clerk was instructed to go out to tender again.

Meeting closed 8.02pm

20th April 2021