**FOULNESS ISLAND PARISH COUNCIL**

**Minutes** of the Foulness Island Parish Council held on Wednesday 14th February, 2018, 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: District Councillor D. Efde, Nicki Uden (QinetiQ), Edwin 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 Parish Councillor Porter and District Councillor Steptoe.
5. **To receive an announcement by the Clerk re the recording of meetings.**
6. The Clerk asked whether anybody intended to record the meeting. Nobody advised that they intended to do so.
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 10th January 2018.**
10. Proposed F. Giles, seconded G. Bickford that the minutes of the Full Council meeting held on 10th January 2018 be signed as a correct record.3 for, 1 abstention, carried.
11. **To receive a report from District and County Councillors for the area on any matters of interest.**
12. District Councillor Efde gave a brief report on matters of interest to the parishioners of Foulness Island
13. **Financial Matters**
14. Proposed Councillor Bickford, seconded Councillor Green that the payment requests for January/February 2018 be approved. Carried unanimously.
15. Proposed Councillor Green, seconded Councillor Pitts that the Receipts for January/February 2018 be approved. Carried unanimously*.*
16. Proposed Councillor Pitts, seconded Councillor Green that the Bank Reconciliation as at 31st December, 2017be *a*pproved. Carried unanimously.
17. Proposed Councillor Pitts, seconded Councillor Bickford that the Accounts for the nine months to 31st December 2017 be approved. Carries unanimously.

1. **Burial Ground**
2. Proposed Councillor Green, seconded Councillor Giles that, subject to the sections where the age of death exceeded 10 years being amended to read 15 years, the scale of fees in respect of the Parish Burial Ground for 2018/2019 be approved. Carried unanimously.
3. **Standing Orders/Financial Regulations**
4. Proposed Councillor Pitts, seconded Councillor Green that the Standing Orders and Financial Regulations as tabled be approved. Carried unanimously.
5. **Bank Mandate**
6. Proposed Councillor Pitts, seconded Councillor Bickford that the Clerk be instructed to submit a revised Bank Mandate to the Co-op Bank Ltd.

Carried unanimously.

1. **Charitable Trust**
2. Proposed Councillor Giles, seconded Councillor Pitts that the Clerk be instructed to investigate the cost of setting up a Charitable Trust in order to obtain grants for improvement to the Parish Council Play Area. Carried unanimously.
3. **Post Office**
4. It was noted that no progress had been made regarding the possible provision of a Post Office on Foulness Island.
5. **Clerk’s Report**
6. The Clerk reported that the invitations to tender in respect of the Parish Burial Ground would be issued within the next few days.
7. The Clerk reported that he was still trying to obtain a ruling as to who could be the Data Protection Office to comply with the new regulations coming into force in May 2018.
8. **Ministry of Defence**
9. There was no report from the Ministry of Defence.
10. **Defence Infrastructure Organisation**
11. There was no report from the Defence Infrastructure Organisation.
12. **QinetiQ Report**
13. Nicki Uden and Edwin Birch gave their report on behalf of QinetiQ.
14. **The meeting will stand adjourned to permit Parishioners of Foulness to Address the Council.**
15. Parishioners raised the issues of a road sign down at Courtsend, Severn and Trent Water bills and problems with the bridge on to the Island.
16. **At the Chair’s discretion for Councillors to exchange information on matters relating to the Parish.**
17. No information was exchanged by Councillors.

**Meeting closed at 7.26 pm**

Issued 8th March 2018

.