**FOULNESS ISLAND PARISH COUNCIL**

**Minutes** of the Meeting of Foulness Island Parish Council held on Wednesday 14th November 2018, at Lodge Farm Staff Premises, Foulness Island, commencing at 7.15 p.m.

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

In attendance: J. Stacey (Rochford District Council), N. Uden (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. Nobody declared that they intended to record the meeting.
5. **To receive apologies for absence.**
6. Apologies for absence were received from Parish Councillor A. Porter, District Councillors D. Efde and J. McPherson, from County Councillor M. Steptoe and from E Birch (QinetiQ).
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 October, 2018.**
10. Proposed Councillor Pitts, seconded Councillor Giles and carried unanimously that the minutes of the Full Council meeting held on 10th October, 2018 be signed as a correct record.
11. **Emergency Planning**
12. Council received a presentation from Jeff Stacey, Emergency Planning and Business Continuity Officer, Commercial Services, Rochford District Council regarding the plans in place should there be an emergency on Foulness Island. Mr Stacey responded to questions from Councillor and from members of the public.
13. **To receive a report from the District and County Councillors for the area on any matters of interest.**
14. No District of County Councillors were present to give a report.
15. **Financial Matters**
16. Proposed Councillor Bickford, seconded Councillor Green that the Bank Reconciliation as at 30th September 2018be approved. Carried unanimously.
17. Proposed Councillor Giles, seconded Councillor Green that the Accounts for the six months to 30th September be approved. Carried unanimously.
18. Proposed Councillor Bickford, seconded Councillor Giles that the Bank Payment requests for October - November 2018 be approved. Carried unanimously. Carried unanimously.
19. Proposed Councillor Pitts, seconded Councillor Green that the Receipts for October - November 2018 be approved. Carried unanimously.

1. **Post Office**
2. N. Uden (QinetiQ) reported that there was no further news regarding the possible provision of a Post Office on Foulness Island.
3. **Risk Management**
4. Proposed Councillor Pitts, seconded Councillor Giles that the Council’s Risk Management review for 2018 – 19 be approved. Carried unanimously.
5. **Havengore Bridge.**
6. The letter dated 29th October 2018 from James Duddridge, MP was noted.
7. **Data Protection.**
8. The Clerk gave an update regarding the Council’s Data Protection policy*.* He reported that the only matter outstanding was whether Councillors should have a dedicated Parish Council e-mail address. It was unanimously agreed that this was not necessary.
9. **Clerk’s Report**
10. The Clerk had no matters to report which were not covered by the Agenda,
11. **Reports of Meetings attended.**
12. No meetings had been attended.
13. **The meeting will stand adjourned to permit Parishioners of Foulness Island to address the Council.**
14. No Parishioners addressed the meeting
15. **At the Chair’s discretion for Councillors to exchange information on matters relating to the Parish.**
16. There were no matters of interest to the Parish.

**Meeting closed at 20.10 hrs**

Issued 1st December 2018.