**FOULNESS ISLAND PARISH COUNCIL**

**Minutes** of the virtual meeting of Foulness Island Parish Council held on Wednesday 9th September, 2020, at 6.30 p.m.

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

In attendance: County Councillor M. Steptoe, N. Uden (QinetiQ), 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. The Clerk notified the meeting that he was recording proceedings.
5. **To receive apologies for absence.**
6. Apologies for absence were received from District Councillors D. Efde and J. 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 8th July, 2020.**
10. Proposed Councillor Pitts, seconded Councillor Holyland that the minutes of the Full Council meeting held on 8th July 2020 be signed as a correct record. 3 for. 1 abstention. Carried
11. **To receive a report from the District and County Councillors for the area on any matters of interest.**
12. Councillor Steptoe gave a detailed report on the proposed new planning regulations, the possible reorganisation of local authorities and the funds he had available for Parish Councils. The Chair thanked him.
13. **Financial Matters**
14. Proposed Councillor Pitts, seconded Councillor Giles that the payments made since the last meeting and agreed by email be ratified. Carried unanimously.
15. Proposed Councillor Pitts, seconded Councillor Holyland that the payment requests for July/August 2020 be approved. Carried unanimously*)*
16. It was noted that there had not been any receipts since the last meeting.
17. **Annual Internal Audit**
18. The Notice of Conclusion of the Audit and Right to inspect the Annual Return was noted and approved.
19. The Confirmation of the Dates of the Period for the Exercise of Public Rights was noted and approved.
20. The Clerk informed the meeting that both these notices were being displayed on the Parish Council notice boards and on the Parish Council website.
21. **National Salary Awards**
22. Proposed Councillor Pitts, seconded Councillor Giles that the Clerk’s SCP point be increased from SCP 24 to SCP 26 with effect from 1st April 2020. Carried unanimously.
23. **Data Protection**
24. Proposed Councillor Pitts, seconded Councillor Holyland that the Parish Council’s Data Protection Policy as circulated prior to the meeting be approved. Carried unanimously.
25. **Code of Conduct**
26. Proposed Councillor Pitts, seconded Councillor Giles that the Parish Council’s Code of Conduct as circulated prior to the meeting be approved. Carried unanimously.
27. **Car Parking on the Island**
28. The exchange of email(s) with John Cooper (DIO) re car parking on the Island were noted. Proposed Councillor Giles, seconded Councillor Holyland that the Clerk write to Mr Cooper to say that the Parish Council had no further comments on the proposals but wished to raise concerns re
29. The proximity of one of the suggested car park locations to the children’s play area.
30. The ability of the DIO to ensure that residents used the proposed car parking spaces.
31. **Council Records**
32. Proposed Councillor Giles, seconded Councillor Pitts that the historic Council records should be sent to the Essex Records Office. Carried unanimously.
33. **Clerk’s Report**
34. The Clerk reported on matters as follows,
35. Telephone Boxes – The consultation process between BT and Rochford District Council was ongoing.
36. Appointment of Internal Auditor - The Managing Director of Auditing Solutions confirmed that, following the complaint about the internal audit for 2019/20, he would be carrying out the internal audit for 2020/21.
37. Google Maps - Essex County Council had taken up the issue of misdirection with Google Maps. County Councillor Steptoe commented briefly on this matter.
38. **The meeting will stand adjourned to permit Parishioners of Foulness Island to address the Council.**
39. No parishioners were in attendance.
40. **At the Chair’s discretion for Councillors to exchange information on matters relating to the Parish.**
41. No information was exchanged

Meeting closed at 19.15 hrs

Issued 15th September 2020