## MINUTES

## OF THE FOULNESS ISLAND PARISH COUNCIL (FIPC)

## HELD AT THE LODGE FARM STAFF PREMISES, FOULNESS ISLAND

(Courtesy of the Belton Bros Ltd)

## ON WEDNESDAY 10th APRIL 2024.

## 105 23-24 To Record the Members and Public Present: 7.oo pm

Councillor (Chairman) Mrs E Pitts,

Parish Councillors: Mrs F Giles and Mr A Holyland.

Essex & Ward Councillor: Mr M Steptoe.

Ward Councillors: None.

QinetiQ representative: Ms N Uden.

Members of the Public: Mrs D Carr.

The Parish Clerk: Mr B Summerfield.

**106 23-24** **Chairman’s Comments:**

The Chairman welcomed all Councillors and the public to the meeting.

**107 23-24 Apologies and reasons for absence:**

i To be received by the Clerk only in person via: email, letter and telephone.

ii Acceptance of the reasons for FI Councillors absence: Mr G Bickford,

iii Ward Councillors: Mr D Efde

iv Public: Mr P Carr.

**108 23-24 Declarations of Interests:**

i To receive all declarations of interests: None.

ii The Chairman reminds Councillors to declare any further interests as they became evident to them,

during the progress of the meeting.

**109 23-24 Foulness Island Public Forum:** (5 Minutes per person with a Maximum of 15 minutes).

Councillors, Guests, visiting Ward/County Councillors and questions from members of the public.

i QQ Representative: Ms Nicki Uden’s QQ PC reports included this important guidance:

**Using the Public Right of Way routes**

We’ve received a report that residents are walking their dogs on public right of way routes (PROW) from

Churchend whilst the Red Flags are flying and the Range is active. A particular cause for concern is the use of

Byway 18, which continues south into Byway 13 (known as Turtle Wall) and towards Rugwood. No resident or

member of the public is permitted to go south of Red Flag 12 at Priestwood Farm on this route, when the Red

Flags are flying. This is because they will be entering Land Area 3, and all PROW routes in all four Land Areas are

closed when the Range is active. This is illustrated on the map attached. Further information about using the

PROW can be found in your DIO Tenants’ Information Pack, in the attached leaflet, on our [website](https://emea01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.qinetiq.com%2Fen%2Fshoeburyness%2Fpublic-access%2Fpublic-right-of-way-routes&data=05%7C02%7C%7Ccf3cfeecdc9c4ecd3b5d08dc48ccbe93%7C84df9e7fe9f640afb435aaaaaaaaaaaa%7C1%7C0%7C638465292881775259%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C0%7C%7C%7C&sdata=FnHyjRk9qee8vudY5nWLckmU9Oy4xi%2FJmfMR%2FpYiuSw%3D&reserved=0) and on the

[Residents’ Web](https://emea01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.qinetiq.com%2Fen%2Fshoeburyness%2Fresidents%2Fresidents-content%2Fresidents-guide&data=05%7C02%7C%7Ccf3cfeecdc9c4ecd3b5d08dc48ccbe93%7C84df9e7fe9f640afb435aaaaaaaaaaaa%7C1%7C0%7C638465292881791025%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C0%7C%7C%7C&sdata=HqYSWfBAop5zYquGNejbjQTp4PVGFSwOKQzW%2FZoUTeg%3D&reserved=0).

ii Clerk to update the Correspondence from James Duddridge MP.

**110 23-24 To Receive the Minutes of the Meeting of the 7th February 2024:**

The Minutes were Resolved agreed.

Proposed by Councillors: Mr A Holyland, seconded by Mrs F Giles and agreed by all.

The Chairman duly signed the Minutes as a correct record.

**111 23-24 Matters Arising from the Minutes: (Not on the Agenda)**

Items: None.

**112 23-24 Finance:**

i The FIPC Financial Statements and the Co-op Bank Financial Statements (of 10th April 2024) were recorded.

ii The FIPC balances were checked against Bank Statements by; Cllrs Mrs E Pitts, and Mrs F Giles.

iii The Clerk reported: the Internal Audit instructions for 2023-24 have been received from Mr J Watson..

iv The Clerk reported: the External Audit instructions for 2023-24 have been received from (PKF-EX0190).

v The Clerk reported: the computer transition of the PAYE-RTI from 2023-24 to 2024-25 is completed.

vi The Clerk reported: the P60 form for the Clerk is completed.

vii The Clerk reported: the Renewal Information Request from [Communityrenewals@ajg.com](mailto:Communityrenewals@ajg.com) is received.

viii An Invoice February 2024 from RDC re: Recharge for Parish Expenses @ £66-51 was agreed and recorded.

ix **1) Business Account Balance:** 7/02/2024 **£ 806-95.**

**CREDITS**: Bank interest **£ 9-33.**

**DEBITS:** None.

**Business Account Balance:**  **10/04/2024** **£ 816-28.**

**2) Community Direct Plus Account Balance:** 7/02/2024 **£1,145-80.**

**CREDITS:** RDC First Part PRECEPT. **£2,000-00**.

**SUB: £3,145-80**

**DEBITS:**

02/03/24 B Summerfield. (Clerk’s Salary March 24) £ 178.37.

11/03/24 HMRC. (4th Part PAYE-RTI 2023-24) £ 133-80.

01/04/24 RDC Election Recharge for Parish Expenses £ 66-51.

06/04/24 B Summerfield. (Clerk’s Salary April 24) £ 178.37.

……………………. **£ 557-05.**

**Community Direct Plus Account Balance: 10/04/2024 £2,655-26.**

x The above copies of receipts of income, payments and transfers were ratified and co-signed by councillors:

xi The Clerk reported the FIPC email exchange with the Belton Bros Ltd, offering to credit the Belton Bros Ltd

on the Parish Council paperwork (Agenda, Notices and Minutes, in exchange for their support for the

community in allowing the continuation of the free use of the Staff Premises, Lodge Farm premises, for meetings.

x Resolved all ratified Credits and Payments, auditing/financial statements, donations, receipts and Bank

transfers.

Proposed by Councillors: Mrs E Pitts, seconded by Mr A Holyland and agreed by all.

**113 23-24 The Parish Council Burial Ground:**

i The Chairman reported a Farmer’s estimate to reduce the hedge to 5 feet in the Autumn of 2024 in progress.

ii The potential Memorial Plaques on the wall at the graveyard were discussed and turned down due to cost.

iii The restoration of the wording on the War Memorial to be researched by the Clerk.

**114 23-24 Planning:**

Application no 24/00094/LBC was noted.

**115 23-24 Correspondence:**

i The QQ ‘Foulness Residents’ Updates: December/January 2024 were recorded.

ii The ‘Foulness Island Newsletter’ of January/February 2024 were recorded.

iii The printed publications and General Information received by the Clerk are available on demand.

**116 23-24 Streetlights:**

QQ reported all new LED’s heads installed.

**117 23-24 Highways:**

Councillor Mr A Holyland defibrillator reported up to date..

**118 23-24 Play space reports:**

I The May ROSPA inspection was circulated to the Council.

ii Councillor Mr G Bickford’s Play space inspection report: None.

**119 23-24 Website:**

The website usability to be further updated with the inclusion of this meetings’ information.

**120 23-24 Next Agenda Items from Councillors:** *for the next Agenda and exchange of information only.*

Items: None.

121 23-24 The next Foulness Island Parish Council Meeting:

**Agreed:** **WEDNESDAY 15th May 2024. (APM/AGM).**

**There being no further business, the Chairman closed the meeting at 8.07 pm.**

**3rd MAY 2024. B. Summerfield, (Foulness Island Parish Council Clerk/RFO)**