



Congresbury Parish Council

Orchard House
The Old School Rooms
Station Road
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Chairman: Councillor Arthur Hacking
Parish Clerk: Liz Greaves
RFO: Alicia Fox
Administrator: Catrin Lewis

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**All Council meetings are open to the
public and press**

TO: All Members of the Council

31st December 2021

Dear Councillor,

You are summoned to a Full Council meeting of **Congresbury Parish Council** in the Old School Rooms, Station Road, Congresbury, on **Monday 17th January 2022** at **7.30 pm**. The meeting will consider the items set out below.

At the start of the meeting there will be a public participation session to enable the people of Congresbury to address the Council on any issue, subject to time available. Each speaker will be limited to a period of up to five minutes with a maximum total time of 15 minutes.

Liz Greaves
Clerk to the Parish Council

Emergency Evacuation Procedure for the Old School Rooms

AGENDA

Public Participation

This section may also include the following:

District Councillor's Report: Cllr Phil Neve (North Somerset Council)

Police Report: All crime statistics are now available on-line at:

<https://www.police.uk/your-area/avon-somerset-constabulary/yeo-vale/>

GENERAL BUSINESS

- 21079** Clerk and Responsible Finance Officer
- 21080** Designation of Councillor as the temporary Proper Officer
- 21081** Apologies for absence
- 21082** **Declarations of Interest and to consider any written applications for dispensations**
Members to declare any interests, including disclosable pecuniary Interests (DPI) they may have in agenda items that accord with the requirements of the Parish Council's Code of Conduct and to consider any written requests from members for dispensations.
- 21083** **Exclusion of the press and public**
To agree any items to be dealt with after the public, including the press, have been excluded on the ground that publicity would be prejudicial to the public interest [by reason of the confidential nature of the business] or [for other special reason which must be stated].
- 21084** **Approval of minutes**
a. Full Parish Council - 8th November 2021
b. Planning Committee responses – 22nd November 2021
- 21085** **Co-option** – Members to consider the request to be co-opted onto the Parish Council.

GENERAL

- 21086** **Complaint received from a local resident** – *Please note this is a confidential item under the obligations of the Data Protection Act 1998.*
- 21087** **Landscape Services Contract Renewal.** *Please note this is a confidential item for the discussion of tender documents.*

- 21088** **Accident** – Members to review the recent accident and consider any appropriate action. *Please note this is a confidential item under the obligations of the Data Protection Act 1998.*
- 21089** **Recruitment Plan** – Members to consider the recruitment plan. *Please note this is a confidential item under the obligations of the Data Protection Act 1998.*
- 21090** **Allotment water supply** - members to consider the updated contract costs with regard to this project. *Please note this is a confidential item for the discussion of tender documents.*

AMENITIES

- 21091** **Burial Ground Policy** – To consider recommended changes and update of fees.

PLANNING

- 21092** **Gladman Development** – Update and consideration of action required.

FINANCE

- 21093** **Finance signatories**
- 21094** **Precept**
- 21095** **Internal Audit Report** – Members to note the report
- 21096** **Asset Register** – Members to agree the Asset Register
- 21097** **Risk Assessments** – Members to note the risk assessments
- 21098** **North Somerset Council request for funding for Churchill Sports Centre**
- 21099** **Budget 2021/22**
Members to accept the Report on the budget performance year to date for 2021/22 including for November 2021 and any other budget reports produced.
- 21100** **Payment schedule**
Members to consider and accept the schedule of payments made and schedule of receipts for Nov 2021 and any subsequent reports produced.

Any matters arising to go on the next agenda.