



## Congresbury Parish Council

Orchard House  
The Old School Rooms  
Station Road  
Congresbury  
BS49 5DX

Chairman: Councillor Arthur Hacking  
Parish Clerk: Liz Greaves  
RFO: Alicia Fox  
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**All Council meetings are open to the  
public and press**

TO: All Members of the Council

3<sup>rd</sup> September 2019

Dear Councillor,

You are summoned to a Full Council meeting of **Congresbury Parish Council** at St Andrew's Room, The Old School Rooms, Station Road, Congresbury, on **Monday 9<sup>th</sup> September 2019** 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  
**Parish Clerk**

## Emergency Evacuation Procedure for the Old School Rooms

### A G E N D A

#### Public Participation

This section may also include the following:

District Councillor's Report: Cllr Stuart Treadaway (North Somerset Council) may provide a short report on NSC matters affecting Congresbury.

Police Report: All crime statistics are now available on-line at <https://www.police.uk/avon-and-somerset/AN007/crime/>.

### GENERAL BUSINESS

**19085**      **Apologies for absence**

**19086**      **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.

**19087**      **Exclusion of the press and public**

To agree any items to be dealt with after the public, including the press, have been excluded.

**19088**      **Approval of minutes**

- a. Full Parish Council - 12<sup>th</sup> August 2019
- b. Planning Committee - 19<sup>th</sup> August 2019

**19089**      **Bristol Airport Expansion**

- a) Members to consider the request for the Parish Council to join the Parish Councils Airport Association at a cost of £50 per year.
- b) Members to note the minutes of the Airport Consultative Committee dates Wednesday 24<sup>th</sup> July 2019.

**19090**      **Formation of an Association of Town and Parish Councils**

Members to consider the request from Clevedon Town Council with regard to the setting up of a possible Association of Town and Parish Councils within North Somerset. Members to consider whether they would like to be involved and possible volunteers to attend.

- 19091 Strawberry Line Committee**  
The date of the next Strawberry Line meeting will now be Tuesday 24<sup>th</sup> September 2-4 pm location TBC. Unfortunately Cllr Jones is unable to attend on this date and in the future. Members to consider any volunteers to attend these meetings in the future.
- 19092 Feedback from walk around the village**  
Verbal report outlining key information from the walk around with CEO from North Somerset Council Jo Walker.
- 19093 Christmas Fair**  
Members to note that the Christmas Fair will be December 4<sup>th</sup> 2019.  
Members to confirm the commitment to the organisation of the Fair.
- 19094 Community Resilience**  
The Parish Council support the community resilience flood team in holding a special flood awareness event at the OSR in late October/early November. This may also be increased to cover all aspects of resilience. Cllr Sampson to provide a verbal report.

## PLANNING

- 19095 Congresbury Conservation Area Consultation Meeting**  
Members to note that a public consultation meeting organised by North Somerset Council will be held in the St Andrews Room, the Old School Rooms on 12<sup>th</sup> September between 14.00 and 19.00, everyone welcome.
- 19096 Proposed Public Path Diversion Order**  
Members to note the application to divert path of Public Footpath AX 16/24, over land south of Dolemoor Lane, Congresbury noting the deadline for comments is September 12<sup>th</sup> 2019.

## FINANCE

- 19097 Budget 2019/20**  
Members to accept the Report on the budget performance year to date for 2019/20.
- 19098 Payment schedule**  
Members to consider and accept the schedule of payments made and schedule of receipts.

**19099**

**Computer upgrade**

Members to consider the proposal for the installation of Nextcloud. Nextcloud Files is a self-hosted, open source file sync and share solution designed to be easy-to-use and highly secure. This will be hosted on our server and access will be from individual Cllr log-ins. All agendas and supporting documents will be placed on this platform and therefore it removes the need for Cllrs to have separate PC emails. Another benefit is that staff can work from home if necessary with access to all files and Cllrs can be given access to any historical data required.

**AMENITIES**

**19100**

**Allotments**

The Parish Council to approve the repair to the fencing around the allotment to stop deer entering. The cost of repair are appropriately £500-600 based on 2 quotes from 2018. The Parish Council to approve this and have delegation to clerk to update and proceed with the best value quote in compliance the Financial Regulations.

**STAFFING**

**19101**

**Appraisals**

Members to note that Staff Appraisals are currently taking place. A volunteer is required from the Staff and Administrative Committee to join Cllr Hacking to undertake this role. All findings are priority tasks will then be taken to a meeting of the Committee.