



Congresbury Parish Council

Orchard House
The Old School Rooms
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Acting Chairman: Councillor Diana Hassan
Parish Clerk: Liz Greaves
RFO/Admin: Alicia Fox/Catlin Lewis

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Minutes of the meeting of the **Full Parish Council** in St Andrew's Room, the Old School Rooms, Congresbury, on Monday 11th March 2019 at 7.30pm.

Present: Cllrs Ballantine, Beyfus, Clarke, Dickson, Hacking, Hassan, Hill, Jones, Sampson and Sheehan.

In Attendance: Liz Greaves and Cllr Leimdorfer

There were 2 members of the public present.

Public Participation

Cllr Leimdorfer outlined the information in his Ward Report available on the website.

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

GENERAL BUSINESS

18167 **Apologies for absence**
N/A

18168 **Declarations of Interest and to consider any written applications for dispensations**
Cllrs Sampson and Dickson with regard to item 18176

18169 **Exclusion of the press and public**
Item 18185

18170 **Approval of minutes**
a) Full Parish Council - 11th February 2019
b) Planning Committee – 25th February 2019
Resolved: That the above minutes were approved and signed as a correct record.

18171 **Meeting schedule**
Members to note the meeting schedule for 2019 especially with regard to the Annual meeting and Parish Meeting.
Resolved: That the annual parish meeting is changed to May 15th 2019. All other dates were agreed.

18172 Timetable for local elections

Members noted the information and timetable provided for local elections in May 2nd 2019.

18173 Litter

Cllr Hassan stated that she was concerned with the level of litter especially around areas that sell food. These areas are privately owned such as the precinct, Tesco's and Congresbury Arms car park and many other areas. It was felt that landowners should take responsibility for their own area.

Cllr Dickson stated that the Parish Council has recently lost the service of Ashley Brooks as he is now volunteering elsewhere. Ashley was a great help around the village especially with litter picking. There are also many residents who either regularly litter pick or who do it on an ad hoc basis.

Resolved: That the Parish Council will;

a) support the village clean-up day on 4th May 2019. Cllr Hasssan will contact Glendale to ask if they are able to supply the vehicle as they have done previously.

b) write to all landowners with regard to the litter around their area which is their responsibility to keep tidy. The letter will also advertise the village clean-up day in May.

c) advertise for volunteers to clean up litter

d) increasing awareness of litter and encourage residents and visitors to keep the village tidy.

AMENITIES

18174 Millennium Green

Cllr Beyfus outlined that all Parish Councillors are trustees of the Millennium Green but the Parish Council as an organisation is not. The Millennium Green Trust applies for a grant from the Parish Council every year which is then spent on grass cutting, maintenance, insurance etc. It is proposed that the Trustees instruct the Parish Council to work for them with regard to payment of bills. The benefits are that there is continuity with regard to signatories and there may be cost savings with regard to having the same contractors etc. The Trustees will carry on with making decisions on all items and instruct the Parish Council formally.

Resolved: That the Clerk discusses the feasibility of this change with the RFO to ascertain whether this can be achieved within our Financial Regulations and what if any changes would need to be made. The results will be reported to the next meeting. Cllr Hassan to provide asap to the Clerk the financial requirements and records of the Millennium Green Trust.

18175 Old School Rooms

Members received a report on the Old School Rooms with regard to maintenance issues and planning for the future.

Resolved: That the Parish Council would continue to manage the Old School Rooms and upgrade facilities as appropriate. The Clerk to look at the options for the replacement of the windows and costs involved. Other items to be also costed and reported to a future Full Council meeting.

18176

Allotments

Cllr Sampson outlined his report from the meeting held with representatives from QEH on 18 February 2019. The lease was signed on behalf of the Parish Council and sent back to QEH. It was agreed that the Parish Council would not pay towards any legal fees which would be fully covered by QEH. The options for the long term future of the allotments was discussed and it was agreed that further work needed to be carried out with the involvement of QEH.

Resolved: That the Parish Council noted and agreed the report from Cllr Sampson. Cllr Sampson agreed that he will continue to look at the options and report back as appropriate.

18177

Strawberry Line

Cllr Jones discussed the points raised from the recent Strawberry Line Committee meeting which were pertinent to Congresbury Parish. Cllr Leimdorfer outlined that Bloor Homes are working on the extension to the Strawberry Line to Kingston Seymour which will be completed before summer 2019. Planning permission has been granted for the extension of the line towards Clevedon.

Cllr Hassan asked whether the gates on the Strawberry Line could be closed. *The meeting was suspended at 20.36 for Thomas Griffiths to provide information. The meeting was reconvened at 20.37.*

Resolved: That the verbal report from Cllr Jones was noted. The Clerk to write to the Strawberry Line Manager to ask him to apply for a grant as per Parish Council procedures.

18178

Public Lavatories

Member noted that the public toilets have been closed for quite some time due to vandalism. The toilet roll holders in both the gents and the ladies were pulled from the walls and stolen and leaving damage to the walls. Due to these issues the toilets are closed until replacement units and repairs can be made.

18179

Burial Ground

Members to note that a request has been made through Harris & Harris (Diocesan Registry) to consecrate the remaining area of the Burial Ground. A section will remain unconsecrated in compliance with the Local Authorities Cemeteries Order 1977 applies and S5(2) says that the burial authority 'shall satisfy themselves that a sufficient part of the cemetery remains unconsecrated and not set apart for use of particular denominations or religious bodies'.

Resolved: That the above was noted and the date of the consecration will be forwarded when known.

PLANNING

18180 Neighbourhood Development Plan

Cllr Hassan outlined that the Neighbourhood Development Plan is going to the Executive Committee of North Somerset Council on 19th March 2019. Cllr Hassan is aiming to attend the meeting. Following this Claire Courtois (NSC Principal Planning Officer) will attend a meeting of the steering group to discuss the next stages of the plan and to look at appointing an examiner.

FINANCE

18181 Budget 2018/19

Cllr Hacking outlined that he would be meeting with the RFO to discuss some anomalies before the end of year accounting.

Resolved: That Members accepted the Report on the budget performance year to date for 2018/19.

18182 Payment schedule

Members to consider and accept the schedule of payments made and schedule of receipts.

Resolved: That the schedule of payments was agreed at £9,756.25 and schedule of receipts at £6,116.97.

18183 Internal Audit report

Resolved: That Members noted and accepted the Internal Audit report from the visit on 15th February 2019.

18184 New Community Building Funding Options Proposal

The verbal update on the project stated that a survey will be sent to all members of the parish to be completed online or a paper copy. The question will ask whether parishioners agree that the Parish Council takes out a loan for £500,000 for 20 years at a cost added to every household council bill (the amount will be stated and depends on the house band). The survey will go out in the next few weeks. The survey will be open for approximately a month and therefore the results would be likely to go to the June meeting of the Parish Council. The survey will only be an indication of the opinion in the parish as the final decision will need to be agreed at Full Council.

18185 Annual Grounds Maintenance Contract

Resolved: That Members agreed to the quote received for the annual grounds maintenance contract for 2019/20. Cllr Hassan signed the agreement for Landscape Services.

Meeting finished at 9.06 pm

Signed: Date:

DRAFT