



Congresbury Parish Council

Orchard House
The Old School Rooms
Station Road
Congresbury
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Acting Chairman: Councillor Diana Hassan
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

8th January 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 14th January 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

AGENDA

Public Participation

This section will also include the following:

District Councillor's Report: Cllr Tom Leimdorfer (North Somerset Council) to give 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

- 18134** **Apologies for absence**
- 18135** **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.
- 18136** **Exclusion of the press and public**
To agree any items to be dealt with after the public, including the press, have been excluded.
- 18137** **Approval of minutes**
a) Full Parish Council - 10th December 2018
b) Finance Committee – 6th December 2018
- 18138** **Co-option of new member**
To consider the co-option of Sarah Sheenan to fill a vacancy on the Parish Council.
- 18139** **New Community Building Funding Options Proposal**
Members to consider to the setting up of a sub-committee / working group to work with Congresbury Village Hall Limited to explore the option of a Public Board Works Loan including completing a 'survey' of villagers to assess the level of support and report back to the council within the next 3 months.
- 18140** **Burial Ground Policy**
Members to consider the changes to the Burial Ground Policy to reflect decisions on the ability to reserve plots; where burial plots cannot be reserved but an application will be considered to reserve cremation plots. The updated policy to be agreed, signed and adopted as policy.

AMENITIES

- 18141 Hannah Marshman Trust**
Members to receive an update on the Hannah Marshman Trust and look at current Trustee requirements and agree to the extension of term for Cllr Hill.
- 18142 Parish Notice Boards**
Members to consider the request for a new noticeboard to be placed outside of the Old School Rooms which will be part financed from the library s106 monies. It is estimated that the cost will be between £1,000 to £2,000 depending on the material and size required.
- 18143 Allotments**
Members to consider the response from QEH with regard to the lease and instruct a response and determine whether the allotment fee needs to be increased for 2019.

FINANCE

- 18144 Precept 2019/20**
The Finance Committee has recommended that the amount of Precept to be increased by 2% in the light of the budgeted expenditure and income. Full Council to endorse the decision.
- 18145 Grant Application**
Members to review the grant requests and authorise payments as necessary.
a) North Somerset Arts
b) Football Club
- 18146 Review of Fees & Charges**
The Finance Committee has recommended the changes to fees;
a. Burial and memorial fees to be increased as per draft recommendation
b. Charges for hire of Old School Rooms
That the resolution at Full Council in Nov 2018 to be implemented.
c. Rent for Broadstones Playing Field
Proposed increase from £470 to £500
d. Rent for OSR garden
Recommend to remain at £50 per year
- 18147 Review of Subscriptions**
The Finance Committee recommends that Members agree to the subscriptions outlined below;
a. ALCA

- b. SW Councils
- c. SLCC
- d. YACWAG

- 18148** **Budget 2018/19**
Members to accept the Report on the budget performance year to date for 2018/19.
- 18149** **Payment schedule**
Members to consider and accept the schedule of payments made and schedule of receipts.
- 18150** **Waste Management Contract**
Members to note that the current Waste Management Contract will change on 1 March 2019.

PLANNING

- 18151** **Neighbourhood Planning**
Members to receive an update on the Neighbourhood Plan and note that the next stage of consultation by North Somerset Council is scheduled to start on January 14th 2019.

STAFFING

- 18152** **Staffing**
Members to receive an update with regard to staffing and the progress with regard to recruitment.