



## Congresbury Parish Council

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

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Chairman: Cllr Jane Clarke  
Parish Clerk: Nicky Andrews  
RFO: Gemma Palmer  
Administrator: Catrin Lewis

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

**TO: All Members of the Council**

**5<sup>th</sup> September 2023**

Dear Councillor,

You are summoned to a Full Council meeting of **Congresbury Parish Council** in the St Andrews Room, Congresbury, on **Monday 11<sup>th</sup> September 2023** at **7.30pm**. 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.*

**Emergency Evacuation Procedure for the Old School Rooms is the car park entrance**

*Nicky Andrews*

Nicky Andrews  
Parish Clerk

## **A G E N D A**

**1. Public Participation**

This section may also include the following:

District Councillor's Report: Cllr Dan Thomas (North Somerset Council)

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

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

**2. Apologies for absence**

To receive any apologies for absence and to approve the reasons given.

**3. 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.

**4. Approval of minutes**

To approve and sign the minutes of the **Full Council Meeting** of 14<sup>th</sup> August 2023 and **Finance Meeting** on 6<sup>th</sup> September 2023

**5. Clerks Report**

To receive the clerks report summarising activities of the Parish Office

**6. Smallway/Wood Hill/A370 Bus Service Improvement Plan**

Representatives of North Somerset Council to clarify proposals

**7. Kent Road Green - Benches**

To further discuss benches on Kent Road Green

**8. To agree for the Clerk to purchase a no parking sign for the gate at King George V Playing Fields**

**9. To discuss renewal of Ball Court Lease, Kent Road due 14.11.2023**

**10. Millennium Green – To further discuss Environment Agency plans**

**11. Staffing Committee – To appoint new members**

**12. Finances**

For members to note the finances for months 4 (July 2023) Clerk and Chair/Vice Chair to sign and initial pages

a. Bank reconciliations

b. Payments & Receipts

c. Expenditure against budget

**13. Exclusion of Press and Public**

**Recommended** – that pursuant to the provision of the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting for the following items of business by reason of the confidential nature of business to be transacted – to consider commercial matters.

**14. Playground Inspections**

To approve quotations for repairs to bench in King George V Play Area, Ball Court by Youth Club and trip hazard at Millennium Green play area entrance following Annual Playground Inspection.

**15. To remove damaged bench on Millennium Green**

To approve quotation to remove damaged bench from Millennium Green