



Congresbury Parish Council

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

Tel: 01934 838802

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

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Email: finance@congresbury-pc.gov.uk
Email: admin@congresbury-pc.gov.uk

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

TO: All Members of the Council

5th March 2024

Dear Councillor,

You are summoned to a Full Council meeting of **Congresbury Parish Council** in the St Andrews Room, Congresbury, on **Monday 11th March 2024 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

AGENDA

- 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 12th February 2024 and Finance Meeting of 19th February 2024.
- 5. Millennium Green – To review proposed actions following Millennium Green Management Group Meeting.**
- 6. Clerks Report**
To receive the clerks, report summarising activities of the Parish Office
- 7. Bus Service Improvement Plan**
Representatives from North Somerset Council to update the Councillors.
- 8. Car Parking in Congresbury.**
- 9. To discuss management of the burial ground and application for a new memorial.**
- 10. To decide whether to take ownership of our current email from Vision IT, keep the email unchanged or change to a new .org email address.**
- 11. To consider how to re-position the planters by the cross in Broad Street.**
- 12. To readdress 2024/2025 Grants**

- 13. HoneyHall Solar Farm Community Benefit Fund**
To continue the discussion on from the Finance Committee Meeting regarding the three potential options.
- 14 Policies and procedures - To review and adopt the Financial Regulations.**
- 15 Finances**
For members to note the finances for month 11 (February 2024) Clerk and Chair/Vice Chair to sign and initial pages.
- a. Bank reconciliations
 - b. Payments & Receipts
 - c. Expenditure against budget
- 16 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.
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