



## Congresbury Parish Council

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

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Chair: 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**

**9<sup>th</sup> July 2024**

Dear Councillor,

You are summoned to a Full Council meeting of **Congresbury Parish Council** in the St Andrews Room, Congresbury, on **Monday 15<sup>th</sup> July 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 10th June 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. Co-option**  
Members to consider any co-option request.
- 8. To consider any requests to join a committee or outside bodies where there is a vacancy.**
- 9. To consider the next course of action for the floor in St Andrews Meeting Room.**
- 10. To discuss request to allow a paddleboard instructor to park on Riverside bank.**
- 11. To re-evaluate litter and dog bin collections.**
- 12. Allotments**
  - a) To review allotment policy
  - b) To discuss vacant allotments
  - c) To consider action required to repair leaking tap
- 13. To discuss planning appeal for Land off Mulberry Road and formulate a response.**
- 14. Hannah Marshman Charity**  
To receive a report from the charity
- 15. To discuss holding a Congresbury Welcome Festival in the last week of June next year**

**16 Finances**

For members to note the finances for month 2/3 (May/June 2024) Clerk and Chair/Vice Chair to sign and initial pages.

- a. Bank reconciliations
- b. Payments & Receipts
- c. Expenditure against budget

**17. 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.

**18. To discuss purchase of a water carrier for watering the planters**

**19. To discuss renewal of ball court lease**

**20. To discuss the matters arising from the meeting with the library on 20 June 2024**

- a) Councillors to note the minutes of the meeting held between the Library Management Committee and the Parish Council on 20th June 2024.
- b) To consider the recommendation to transferring both EMR amounts totalling £2158.50 to either General Reserves or EMR OSR budget repair and maintenance towards the new windows.
- c) To consider retrospective grant application from the library
- d) To discuss OSR room hire rate for the library