



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

TO: All Members of the Council

10th September 2024

Dear Councillor,

You are summoned to a Full Council meeting of **Congresbury Parish Council** in the St Andrews Room, Congresbury, on **Monday 16th September 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 August 2024 and Finance Meeting of 5th August 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. To review and adopt the Code of Conduct and Standing Orders.**
- 8. To review and adopt revised allotment tenancy rules.**
- 9. To review and adopt Financial Regulations and the Investment Strategy.**
- 10. St Andrews Meeting Room Floor – Update**
- 11. To further discuss holding a Welcome Festival in June 2025**
- 12. To further discuss future of the burial ground**
- 13. To agree the CIL end of year report.**
- 14. Finances**
For members to note the finances for month 4/5 (July/August 2024) Clerk and Chair/Vice Chair to sign and initial pages.
 - a. Bank reconciliations
 - b. Payments & Receipts
 - c. Expenditure against budget
- 15. North Somerset Council: Delivering Together – Email correspondence from Cllr M Bell regarding NSC Budget and delivering services.**

- 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.
- 17. To discuss the prolonged absence of a Councillor from council meetings over the past six months and to determine the appropriate actions.**
- 18. To discuss purchase of heavy-duty membrane to cover the vacant allotments.**
- 19. Members to agree quotation to remove two dead trees and bindweed on fence between Stonewell Drive and Cricket Pitch on King George V Playing Fields**
- 20. Broadstones Playing Field**
 - a) To agree to spend £45.00 to register football pitch with the Land Registry**
 - b) To agree to spend £45.36 to confirm the footpaths with North Somerset Council**
 - c) To discuss football club lease of Broadstones.**
- 21. Waste Management Contract**
Members to consider quotations for waste management contract.