



## 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**

**8<sup>th</sup> October 2024**

Dear Councillor,

You are summoned to a Full Council meeting of **Congresbury Parish Council** in the St Andrews Room, Congresbury, on **Monday 14<sup>th</sup> October 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 16th September 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. Council to note external auditors report and decide on any action that maybe required.**
- 8. To review and adopt:**
  - a) Gift and Hospitality Policy**
  - b) Burial Ground Policy**
  - c) Volunteer Policy**
  - d) Library Management Group – Terms of Reference**
- 9. To discuss parking problems in Bridge Farm Square**
- 10. To consider how to re-position the planters by the cross in Broad Street and how to prevent them from being moved.**
- 11. Welcome Festival in June 2025 - Update**
- 12. To further discuss future of the burial ground**
- 13. Update on new Recreation Club from KGV trustees meeting**
- 14. To discuss residents' concerns over the traffic on Woodhill.**

**15. Finances**

For members to note the finances for month 6 (September 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.

**17. Christmas Tree and Lights**

Members to consider quotation for installing the Christmas Lights

**18. St Andrews Meeting Room Floor**

Members to consider quotation to repair the floor and install internal vents as recommended by the surveyor's report.