



## 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> July 2025**

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> July 2025 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 June 2025
- 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 requests.
- 8. To consider any requests to join a committee where there is a vacancy.**
- 9. To discuss residents' comments to our local MP.**
- 10. To discuss whether to request North Somerset Council set a three-hour time limit on the Riverside car park by the ball court.**
- 11. To consider the following planning application:**  
[a\) 25/P/1098/FUL](#) - Land South of Dolemoor Lane Congresbury - Application for the construction, operation, maintenance, and decommissioning of a ground mounted solar farm complete with landscaping, associated infrastructure, and temporary construction access
- 12. To review the Welcome Week.**
- 13. To authorise payment schedule for July 2025**
- 14. Finances**  
For members to note the finances for month 3 (June 2025) Clerk and Chair/Vice Chair to sign and initial pages.
  - a. Bank reconciliations
  - b. Payments & Receipts
  - c. Expenditure against budget

**15. 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.

**16. Fallen Tree at Riverside Gardens**

To note charge to clear fallen tree and take all waste away and discuss cost to take down the remaining part of tree, chip up branches and take away all waste

**17. Drop down bollards at Riverside Gardens.**

To note charge to repair bollards to allow fields behind the Millennium Green to be mowed and to discuss the cost of an annual service for bollards.

**18 To discuss clearing vegetation from around the ball court**

**19. Date of the next meeting**

The date of the next meeting.