



Congresbury Parish Council

Orchard House
The Old School Rooms
Station Road
Congresbury
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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

7th October 2025

Dear Councillor,

You are summoned to a Full Council meeting of **Congresbury Parish Council** in the St Andrews Room, Congresbury, on **Monday 13th October 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 15th September 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. To consider any requests to join a committee where there is a vacancy (including Cadbury Hill)

**8. To review and adopt:
a) Safeguarding Policy**

9. Social media - To discuss progress

**10. 20MPH Scheme
a) North Somerset Council monitoring
b) Community Speed Watch**

11. Great Western Air Ambulance

To consider the possibility of locating a cloths bin in the car park of the Old School Rooms

12. To discuss funding the refurbishment of a fingerpost on triangle of grass at the junction of Smallway/Woodhill

13. To review Public Space Protection Orders in Congresbury

14. To discuss contributing towards a new battery for the Football Club defibrillator.

15. Update on car parking in Congresbury.

16. Emergency access for Old School Rooms and Millennium Green.

- 17. Annual Governance and Accountability Return (AGAR) – Members to note year end accounts for 2024/2025 have been concluded.**
- 18. Bank signatories.**
To review and consider addition and removal of authorised signatories.
- 19. To authorise payment schedule for October 2025 and power to spend.**
- 20. Finances**
For members to note the finances for month 6 (September 2025) Clerk and Chair/Vice Chair to sign and initial pages.
 - a. Bank reconciliations
 - b. Payments & Receipts
 - c. Expenditure against budget
- 21. 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.
- 22. Office mobile phone and contactless card reader - Update**
- 23. Date of the next meeting**
The date of the next meeting.