



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 March 2026

Dear Councillor,

You are summoned to a Full Council meeting of **Congresbury Parish Council** in the St Andrews Room, Congresbury, on **Monday 16th March 2026** 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 January 2026 and 9th February 2026 and the Finance Meeting minutes of 9th March 2026.**
- 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 discuss setting up a Community Speed Watch.**
- 8. To discuss Community Benefit Funds for the Strawberry Line and the Brinsea Green Farm Solar Farms with RWE Renewables**
- 9. Grants 2026-2027**
To review and consider grant applications.
- 10. To review and adopt:**
 - a) Code of Conduct**
 - b) Volunteers Policy**
 - c) Equality and Diversity Policy**
 - d) Anti -Harassment and Bulling Policy**
 - e) Retention and Disposal Policy**
 - f) Vexatious Requests Policy**
 - g) Finance Reserves Policy**
- 11. To authorise payment schedule for March 2026 and power to spend.**
- 12. Finances**
For members to note the finances for month 11 (February 2026) Clerk and Chair/Vice Chair to sign and initial pages.
 - a. Bank reconciliations
 - b. Payments & Receipts
 - c. Expenditure against budget

- 13. 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.
- 14. To consider quotations for heating systems at the Old School Rooms.**
- 15. To consider quotations for gas/electricity contracts.**
- 16. To consider the employment recommendations from the Cadbury Hill Joint Management Committee for a new Estate Manager.**
- 17. Date of the next meeting**
The date of the next meeting.