



Congresbury Parish Council

Orchard House
The Old School Rooms
Station Road
Congresbury
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Chairman:
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

9th May 2023

Dear Councillor,

You are summoned to the Annual Meeting of **Congresbury Parish Council** at St Andrew's Room, Old School Rooms, Station Road, Congresbury, on **Monday 15th May** 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. Election of Chairman 2023/2024

To elect a Chairman for the year 2023/2024.

(Upon his/her election the Chairman will be invited to formally subscribe a Declaration of Acceptance of that office).

2. Co-option

Members to consider any co-option requests

3. Apologies for absence

To receive any apologies for absence and to approve the reasons given.

4. 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.

5. 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/>

6. Approval of minutes

To confirm and sign the minutes of the meetings of the Full Council meeting held on 17th April 2023.

7. Clerks Report

To receive the clerks report summarising activities of the Parish Office

8. Appointment to Committees

To approve the appointment of members to committees.

Note that the appointment of the Chairs to these committees will be done at the first meeting of the committee

Planning

Finance

Staffing

9. Appointment to outside bodies and group

Cadbury Hill Joint management committee
Congresbury Community Library
King George V Playing Fields Trustees
Hannah Marshman Trust
Congresbury Youth Partnership
Strawberry Line Management Committee
Bristol Airport Consultative Committee
Parish Council Airport Association
Congresbury Allotments

10. To agree to review the Standing Orders, Policies and Terms of Reference for the Council and Committees at the next Full Council Meeting.

11. Grants 2023/2024 - Members to review the grant applications received and the recommendations from the Finance committee

To approve the following grant request

- 1) Congresbury Youth Partnership - £18000 – Provision of Youth Services
- 2) Congresbury Community Library - £3800 – Provision of Library Services
- 3) Congresbury Scouts and Guides - £1000 – Refurbishment of toilet facilities
- 4) Millennium Green Trust - £5000 – Provision and maintenance of green space
- 5) Love Congresbury - £500 – Community Activities

12. To agree regular standing order, direct debit and BACs payments made from the Unity bank account

13. Meeting dates

The meeting dates for 2023/2024 needs to be scheduled.

14. Members to agree to review the fixed asset register

15. Date of the next meeting

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.

