

Congresbury Parish Council

Orchard House
The Old School Rooms
Station Road
Congresbury
BS49 5DX
Tel: 01934 838802

Chairman: Cllr Jane Clarke
Parish Clerk: Nicky Andrews
RFO: Gemma Palmer
Administrator: Catrin Lewis

www.congresbury-pc.gov.uk
Email: clerk@congresbury-pc.gov.uk
Email: finance@congresbury-pc.gov.uk
Email: admin@congresbury-pc.gov.uk

Minutes of the Annual Meeting of **Congresbury Parish Council**, held at the Old School Rooms,
Congresbury on **Monday 15th May 2023** at 7.30pm

Present: Councillors Holland, Griffiths, Clarke, Underwood and Hill

In attendance: Nicky Andrews (Clerk), Gemma Palmer (RFO), Catrin Lewis (Administrator),
Hollie Hathaway, Chris Beyfus and Thomas Daw

Members of the public present: None

22195 Election of Chairman 2023/2024

Resolved – that Councillor Clarke is elected Chairman of the Council for 2023/2024
and duly signed the Acceptance of Office.

22196 Co-option

That Chris Beyfus, Hollie Hathaway and Thomas Daw were co-opted onto the Parish
Council and they all signed their declaration of acceptance of office.

22198 Apologies for absence

Cllr Dan Thomas (North Somerset Council) and Mr P K Doolan

22199 Declarations of Interest and to consider any written applications for dispensations
None

22200 Public Participation

None

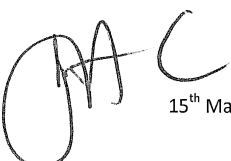
22201 Approval of minutes

Resolved – that the minutes of the Full Council meeting held on Monday 17th April
2023 were approved and signed as a true record.

22202. Clerks Report

King George V – The trampoline is still waiting for a replacement part. – Cllr Underwood to
contact the supplier Wicksteed.

The new parking spaces and yellow lines have been completed in Broad Street we are still
waiting for the parking restriction sign to be erected. There has been a mixed reaction to
them. – Agenda item for next Full Council Meeting


15th May 2023

Congresbury has a new PSCO his new is Nick Gough

The water heater is being repaired on Wednesday 17th May

The Environment Agency will be conducting various ecological surveys on Gooseum Rhyne – details on our website.

The year-end close down is on Monday 22 May 2023, invoices will continue as normal but reports and reconciliations will be unavailable until the new accounting software Omega has been installed, trained completed and the system back filled. AGAR to be considered and completed where applicable at the June Full Council Meeting.

The internal auditor (Bridget Bowen) will be in on Tuesday 30th May 2023.

The allotment taps have been inspected by Bristol Water and they have been approved.

There are four vacant allotments Cat has emailed the people on the waiting list.

The burial ground grass is being cut today and the rest of the grassy areas will follow later this week.

Two oak trees have been planted on Cadbury Hill in memory of The Queen and Prince Phillip
A resident has asked that the Council consider requesting North Somerset Council Integrated Transport Programme to construct a footpath from Wrington Road No 12 A, B, C and D to the footpath nearer to the A370. – Agenda item for next Full Council Meeting

A member of the public has reported that a dog bin on the junction of Silverstone Way and Stonewell Lane needs replacing I asked Adrian and he agreed. - Agenda item for next Full Council Meeting.

22203 Appointment to Committees

Planning Committee – *Cllrs Clarke, Holland, Griffiths, Hill, Hathaway and Beyfus*

Finance Committee – *Cllrs Holland, Underwood, Hill and Beyfus*

Staffing Committee – *Cllrs Griffiths, Clarke and Beyfus*

22204 Appointment to outside bodies and groups

Cadbury Hill Joint Management Committee – *Cllr Holland*

Congresbury Community Library – *Cllr Clarke*

King George V Playing Fields Trustees – *Cllr Underwood*

Hannah Marshman Trust – *Cllrs Hill, Griffiths and Hathaway*

Congresbury Youth Partnership – *Cllr Daw*

Strawberry Line Management Committee – *Cllr Daw*

Bristol Airport Consultative Committee – *Cllr Holland*

Parish Council Airport Association – *Cllr Holland*

Congresbury Allotments – *Cllr Clarke*

22205 To agree to review the Standing Orders, policies and Terms of Reference for the Council and Committees at the next Full council Meeting

Resolved – To review the Standing Orders, policies and Terms of Reference for the Council and Committees over the next few Full Council meetings - Cllr Underwood proposed, Cllr Griffiths seconded, all Cllrs agreed.



22206 Grants 2023/2024

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

Resolved – To accept the recommendations of the Finance Committee - Cllr Holland proposed, Cllr Hill seconded, all Cllrs agreed.

22207. To agree regular standing order, direct debit and BACs payments made from the Unity bank account

Resolved – To agree regular standing order, direct debit and BACs payments made from the Unity bank account - Cllr Holland proposed, Cllr Griffiths seconded, all Cllrs agreed.

22208. Meeting dates

Members agreed on the schedule of meeting dates for 2023/24

22209 Members to agree to review the fixed asset register

Members agreed to review the fixed asset register

22210 Date of next meeting

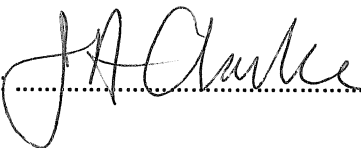
The date of the next meeting 12th June 2023 at 7.30pm

22192. 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.

Meeting ended 20.15pm

Signed



Date

