

Congresbury Parish Council

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The Old School Rooms
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Chairman: Cllr Jane Clarke
Parish Clerk: Nicky Andrews
RFO: Gemma Palmer
Administrator: Catrin Lewis

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Minutes of the Full Council meeting of **Congresbury Parish Council**, held at the Old School Rooms, Congresbury on **Monday 12th June 2023** at 7.30pm

Present: Councillors Hill, Griffiths, Daw, Holland, Beyfus, Doolan and Clarke

In attendance: Nicky Andrews (Clerk), Gemma Palmer (RFO) and Cllr D Thomas (NS Councillor)

Four Members of the public present:

22218 Public Participation

A member of the luncheon club asked when the water heater was being repaired. The Clerk replied that she had received a date from the contractor today but needed to check with the administrator.

7.33 One member of the public left the meeting

7.34 Cllr T Daw joined the meeting

A group representing Honey Hall Solar Farm spoke briefly on the proposal and informed the Council that a public consultation event was being held at the Old School Rooms on Wednesday 14th June 2023 between 1pm and 7pm.

7.42 Three members of the public left the meeting

Cllr D Thomas (NS Councillor) reported that since the election the new Executive had been put in place and that Councillors had been receiving training.

22219 Apologies for absence

Cllrs G Underwood and H Hathaway.

22220 Declarations of Interest and to consider any written applications for dispensations None

22221. Election of Vice Chairman 2023/2024

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

22222. Co-option None

22223. Approval of minutes

Resolved – that the minutes of the Full Council meeting held on Monday 31st May 2023 and Finance meeting on 3rd May 2023 were approved and signed as a true record.

22224. Clerks Report

A newsletter has been received from the drainage board I can email a copy if anyone is interested.

King George V Play equipment – Fitters arrived on Monday 5th June but was not able to fit the new trampoline bed or fix the rock n bowl but they tightened the zip wire and laid earth to level some of the area. I am waiting to hear from Wicksteed.

Under YACWAG constitution Congresbury PC may nominate one person to serve as a trustee.

Cllr Daw volunteered to serve as a trustee

A Fall Prevention drop in event is being held in Banwell Village Hall on 26.06.2023 between 11am – 3pm

Following the recent surveys of Gooseum Rhyne a number of bank repairs have been identified. The EA will require access across the millennium green work is to start in July and last of 4-6 weeks, paperwork will follow shortly. The EA will pay for damage and disturbance compensation. This is separate to the work needed to repair the bank by the badger sett; this is a much larger job.

Wrington Lane will be closed from 19th June 2023 for 5 weeks (weekdays between 8.00-17.00) for Vistry Homes/Bristol Water works.

I have contacted National Grid regarding Kent Road Green about reinstating the green as works appear to have been completed.

The hedge that backs onto the allotments from the telephone exchange is very overgrown I have spoken to BT who will look at cutting it at the appropriate time.

The ownership of the river banks has been raised and looking back at previous correspondence we are still waiting a reply from the Environment Agency. I will write to them again asking who owns the river banks.

22225. External Auditor BDO LLP – Declaration of Interest

None

22226. Internal Audit Report following internal auditors visit on 21st February 2023 and 30th May 2023 and quote for audits during 2023/24

Members received and noted the AIAR and reports for 2022/23 and consider quote for internal audits in 2023/24.

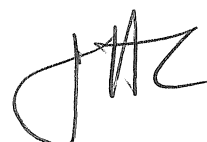
Resolved – To formally appoint Bridget Bowen as the Internal Auditor for 2023/24 Cllr Holland proposed, Cllr Clarke seconded, all Cllrs agreed.

22227. Annual Return 2022/2023 – Annual Governance Statement

That the accounts statement in section 1 of the 2022-23 Annual Return was considered, approved and agreed by all Councillors then signed by the Chairman and Clerk.

22228. Annual Return 2022/2023 – Accounting Statements

That the accounts statement in section 2 of the 2022-23 Annual Return was considered, approved and agreed by all Councillors then signed by the Chairman and Clerk.



- 22229. To consider a date to increase the fees for the Old School Rooms and Burial Ground agreed in the Finance Meeting Minutes of 7th December 2022.**
Resolved - The Council agreed to increase the fees in the Old School Rooms and Burial Ground with effect from 01 September 2023 – Cllr Griffiths proposed, Cllr Daw seconded, all Cllrs agreed.
- 22230. Budget 2023/24**
The RFO explained that the budget was amended to reflect the precept agreed in January 2023 and recommended that the Councillors consider these amendments.
Resolved – That the budget amendments were accepted. Cllr Griffiths proposed, Cllr Holland seconded, all Cllrs agreed.
- 22231. Locum RFO support to complete outstanding historical matters**
The RFO provided an update with regards to the locum RFO support and recommended this is retained to assist the ongoing historical matters relating to the library, millennium green and VAT registration.
Resolved – To retain the locum RFO support until the end of October 2023 - Cllr Griffiths proposed, Cllr Daw seconded, six Cllrs agreed, one abstained.
- 22232. Gas and Electricity contracts**
Members noted new Gas and Electricity supplier (ENGIE) agreed in June 2021.
- 22233. Hannah Marshman Charity**
Cllr Hill explained the historical background behind the Hannah Marshman Charity and their future plans.
- 22234. National Grid Community Grant**
Resolved - The Council granted permission to the Clerk to apply for a community grant from the National Grid – Cllr Hill proposed, Cllr Clarke seconded, all Cllrs agreed.
- 22235. To discuss asking North Somerset Council to fund a footway from 12 Wrington Road to A370 under the Integrated Transport Programme**
The Clerk was asked to check as the Council thought this was already being done by Vistry in connect with the new houses in Wrington Lane
- 22236. To receive feedback on Broad Street Parking**
The Council has received a mixed reaction to the new parking restrictions.
- 22237. Co-Option Policy – To consider draft policy**
Clerk to draft a policy to be considered at the next meeting.
- 22238. Review of the delegation arrangements and terms of references for existing committees**
a. Planning Committee
b. Staffing and Administrative Committee
Recommend -to consider and adopt these delegated arrangements and terms of reference for existing committees at the next meeting

22239. 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.

22240. Pads for defibrillators

Resolved – To purchase three sets of pads for the defibrillators - Cllr Clarke proposed, Cllr Holland seconded, all Cllrs agreed.

22241. Dog Bin

Resolved - To purchase a new red 25L dog bin for the junction of Silverstone Way and Stonewell Lane - Cllr Hill proposed, Cllr Griffiths seconded, all Cllrs agreed.

Meeting ended 9.00pm

Signed:

J A Clarke

Date:

17th July 2023