

Congresbury Parish Council

Orchard House
The Old School Rooms
Station Road
Congresbury
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Chair: Cllr Jane Clarke
Parish Clerk: Nicky Andrews
RFO: Gemma Palmer
Administrator: Catrin Lewis

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Minutes of the Annual Meeting of **Congresbury Parish Council**, held at the
Old School Rooms, Congresbury on **Monday 13th May 2024 at 7.30pm**

Present: Councillors Clarke, Hill, Holland, Razzell, Daw and Cove.

In attendance: Nicky Andrews (Clerk))

No Members of the public present:

24000. Election of the Chair 2024/2025

Resolved – that Councillor Clarke is elected Chair of the Council for 2024/2025 and duly signed the Acceptance of Office.

24001 Election of the Vice Chair 2024/2025

Resolved – that Councillor Griffiths is elected Vice Chair of the Council for 2024/2025. The Council agreed that as he was unable to attend the meeting, he could sign the Acceptance of Office before the next meeting.

24002. Apologies for absence

Cllr E Burd and H Hathaway, T Griffiths and Cllr Dan Thomas (NS Councillor)

24003. Declarations of Interest and to consider any written applications for dispensations.

None.

24004. Public Participation

None

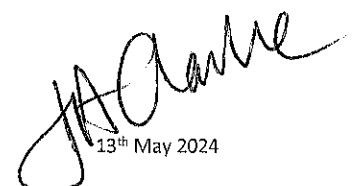
24005. Approval of minutes

Resolved – that the minutes of the Full Council held on Monday 29th April 2024 and Finance Meeting on Wednesday 24th April 2024 were approved and signed as a true record.

24006 Clerks Report

North Somerset Council has agreed to install markings around the planters (edge of carriageway markings), they will not install the hatching as this will involve moving the planters.

I have been informed by a resident that the fingerposts at the Woodhill junction have been removed. He has asked had the Parish Council been informed of their removal and could they contact North Somerset Council to investigate the fate of the fingerposts. I have received an email from North Somerset stating that the fingerpost has been refurbished and replaced back.


13th May 2024

Derek Kemp has completed the closedown of 2023/2024 accounts on Thursday 9th May 2024.

The dog and litter bin post at Well Park has fallen over. It has been reported to North Somerset Council as they are their bins.

The public toilets (gents) have been unblocked for the second time in just under a month. The timer may not be working on the door.

North Somerset Council has asked when you would like to set up a zoom call regarding the transport hubs and BSIP. The clerk to ask for times and dates from North Somerset Council. Missing seat to Meryvn Davies bench is in the rhyne on the Millennium Green. Cllr Holland replied that the seat had been replaced.

A resident has asked if the Council has considered any alternative parking as the Congresbury Arms has given the Council notice on the parking spaces, they rent from them. Clerk to reply to the email.

The litter pick up on Saturday did not have a large turnout, The Youth Club have asked can the Parish Council contact North Somerset and request the return of the recycling bins especially for cans and bottles. Clerk to write to North Somerset Council regarding the recycling bins.

24007. 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 Committee – Cllrs Griffiths, Holland, Hill, Cove, Hathaway, Clarke and Razzell.

Finance Committee – Cllrs Holland, Razzell, Hill, Cove and Burd.

Staffing and Administrative Committee – Cllrs Griffiths, Clarke, Holland and Cove.

19.55 Cllr T Daw joined the meeting.

24008. Appointment to outside bodies and group

Cadbury Hill Joint Management Committee – Cllr Holland

Congresbury Community Library - Cllr Clarke

King George V Playing Fields Trustees – Cllr Burd

Hannah Marshman Trust - Cllrs Griffiths, Hathaway and Hill

Congresbury Youth Partnership – Cllr Daw

Strawberry Line Management Committee- Cllr Griffiths

Bristol Airport Consultative Committee – Cllr Daw

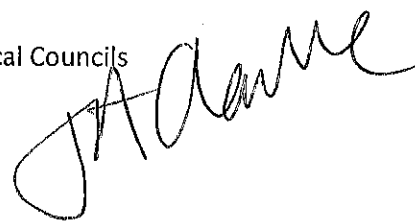
Parish Council Airport Association – Cllr Daw

Congresbury Allotments Association – Cllr Clarke

24009 Membership of organisations

Members to review the Council's membership of the following organisations: -

- a. Southwest Councils
- b. Society of Local Council Clerks
- c. Avon Local Councils Association/National Association of Local Councils
- d. Institute of Cemetery and Crematorium Management
- e. Information Commissioner's Office



f. Parish Councils Airport Association

All membership OK except SW Councils, Clerk to check with other Parish Councils as there maybe overlap with other organisations.

24010. Meeting dates

Members agreed on the schedule of meeting dates for 2024/2025.

24011. Members to review the fixed asset register.

The Councillors reviewed the fixed asset register and it was decided that a review of the insurance amounts was required and the Clerk to check if the Parish Council own the public toilets.

24012. Date of the next meeting

The date of the next meeting 10th June 2024 at 7.30pm.

24013 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.

24014. To continue discussing quotations received for the replacement of the Old School Room windows and doors.

Resolved – Paul Tripp Installation Ltd was approved to replace the windows in the Old School Rooms. - Cllr Holland proposed, Cllr Daw seconded; all Cllrs agreed.

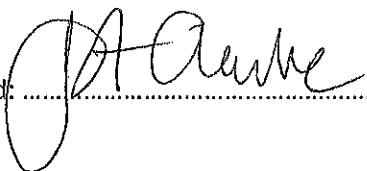
24015. To discuss telephone and broadband contract following change over to digital line.

The Councillors decided to look at alternative providers aa they felt the cost was expensive.

24016 To agree to purchase bags of compost for village planters.

Resolved – to purchase six bags of multipurpose compost from Rocketgro. - Cllr Holland proposed, Cllr Cove seconded; all Cllrs agreed.

Meeting ended 8.50pm

Signed:  Date: 