



# Congresbury Parish Council

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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 Full Council meeting of **Congresbury Parish Council**, held at the Old School Rooms, Congresbury on **Monday 16th September 2024 at 7.30pm**

**Present:** Councillors Clarke, Griffiths, Holland, Hill, Daw, March, Cove and Burd  
**In attendance:** Nicky Andrews (Clerk).

## Three Members of the public present:

**24054 Public Participation**  
None

**24055 Apologies for absence**  
Cllrs K Razzell, H Hathaway and Cllr Dan Thomas (NS Councillor).

**24056 Declarations of Interest and to consider any written applications for dispensations.**  
None

**24057 Approval of minutes**  
**Resolved** – that the minutes of the Full Council held on Monday 12th August 2024 and the Finance held on Monday 5<sup>th</sup> August 2024 were approved and signed as a true record.

**24058 Millennium Green – To review proposed actions following Millennium Green Management Group Meeting**  
The Environment Agency works have been delayed along with the work on the badger sett. The Millennium Green Management Group asked if a TPO could be put on the copse of trees on the Millennium Green. The tree officer replied that it was not necessary, the Management Group will contact NSC for further discussions. Cllr Hill has donated an oak tree to plant on the Millennium Green.

**24059 Clerks Report**  
Due to NSC Neighbourhood Planning Referendum, the publication of the revised register of electors will be delayed until February 2025.  
A meeting has been held with the secretary of the allotment association to discuss various matters.  
No reply has been received from Tesco regarding a donation towards a new defibrillator. We are looking into whether we can use CIL monies just waiting for a reply from NSC.

The credit card and single transaction limits have been raised from £1000 to £1600 and the RFO has been added as an administrator so she is able to communicate with the provider. Encashment facilities are being arranged to enable the RFO to be able to withdraw cash from the bank account to the value of £2000.

Litter bins – NSC are unable to help with funding larger bins but it has been suggested we may be able to use some of the BSIP budget as the bins are by the bus stop or that we budget for them next year.

Wrighton Solar Farm and BESS consultation event will take place at Redhill Village Hall on Thursday 19<sup>th</sup> September between 2pm and 7pm. I have posted this on the website.

The windows in the Old School rooms are being replaced week beginning Monday 30<sup>th</sup> September.

I have applied for the road closure for the Christmas Fair in Broad Street which will be held on Wednesday 4<sup>th</sup> December.

The planter closest to Robin King has been hit again and is on the bottom step of the cross and will need to be re-position.

NSC has asked if any Councillor from Congresbury would like to sit on the Standards Sub Committee

The Clerk and the Council would like to thank Darren Gardiner for repairing the fascia boards on the front of the Old School rooms

On Friday I was advised that people were parking in Bridge Farm Square and catching the bus to the airport. I reported this to NSC and they responded if the cars are taxed etc and there are no parking restrictions there is not a lot they can do. They suggested we add a 30mins restriction between 12 noon and 1pm this would have minimal effect on the residents but would stop someone parking there all week. To be put on the next Full Council agenda for further discussion.

CRAG would like to close their bank account and wish to offer the Parish Council the balance of the account to benefit the community. The Parish Council accepted the offer from CRAG.

**24060 To review and adopt the Code of Conduct and Standing Orders.**

**Resolved:** That the Code of Conduct and Standing Orders have been reviewed, by the Parish Council and were adopted

**24061 To review and adopt revised allotment tenancy rules.**

**Resolved:** That the Allotment Tenancy Rules have been reviewed, by the Parish Council and were adopted.

19.57 *Three member of the public left the meeting*

**24062 To review and adopt Financial Regulations and the Investment Strategy.**

**Resolved:** That the Financial Regulations and Investment Strategy have been reviewed, by the Parish Council and were adopted

**24063 St Andrews Meeting Room Floor – Update**

It has been arranged for a surveyor to visit the Old School Rooms tomorrow and inspect the floor in the St Andrews Meeting Room.

**24064 To further discuss holding a Welcome Festival in June 2025**

Cllr K Hill distributed a plan for the Welcome Festival. Cllr J Clarke has contacted our MP but was still awaiting a reply. A working party consisting of Cllrs Hill, Cove and Clarke will meet at 7.00pm on Monday 30<sup>th</sup> September 2024 to discuss further.

**24065 To further discuss future of the burial ground**

It was suggested that an advert be submitted to Congresbury Life requesting suggestions or donations of land that could be used as a future burial ground.

**24066 To agree the CIL end of year report.**

The end of year CIL report was reviewed and agreed by all Councillors.

**24067 Finances**

For members to note the finances for month 4/5 (July/August 2024) Clerk and Chair/Vice Chair to sign and initial pages.

Direct debits, credit card and bank transfer payments as detailed totalling £42823.12 (July 2024) and £10471.77 (August 2024)

- a. Bank reconciliations
- b. Payments & Receipts
- c. Expenditure against budget

**24068 North Somerset Council: Delivering Together – Email correspondence from Cllr M Bell regarding NSC Budget and delivering services.**

Cllr L Burd suggested contacting NSC and suggesting that ending the free flowers scheme, twice a year, would save money.

**24069 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.

**24070 To discuss the prolonged absence of a Councillor from council meetings over the past six months and to determine the appropriate actions.**

**Resolved** – It was proposed to extend the absence for a further three months. Cllr Griffiths proposed, Cllr Daw seconded, all Cllrs agreed

**24071 To discuss purchase of heavy-duty membrane to cover the vacant allotments.**

**Resolved** – It was proposed that Cllr T Daw cultivate the small plot 32 and in return keep the two unoccupied plots tidy – Cllr Clarke proposed, Cllr Griffiths seconded, all Cllrs agreed.

**24072 Members to agree quotation to remove two dead trees and bindweed on fence between Stonewell Drive and Cricket Pitch on King George V Playing Fields**

Unfortunately, there are no funds available to carry this work, an amount will need to be added to next year's budget.

**24073 Broadstones Playing Field**

**a) To agree to spend £45.00 to register football pitch with the Land Registry**

**Resolved** – It was agreed to spend £45.00 to register the football pitch with the Land Registry. Cllr Griffiths proposed, Cllr Clarke seconded, all Cllrs agreed

**b) To agree to spend £45.36 to confirm the footpaths with North Somerset Council**

**Resolved** – It was proposed that the request was agreed. Cllr Daw proposed, Cllr Griffiths seconded, all Cllrs agreed

**c) To discuss football club lease of Broadstones.**

Cllr L Burd explained that ALCA had recommended that we use a lease, not a service agreement. It was agreed that the lease should be for 25 years and have an annual rent review.

**24074 Waste Management Contract** -Members to consider quotations for waste management contract.

**Resolved** – K & E Property Maintenance was approved to provide waste management services for a year from 01 October 2024 - Cllr Griffiths proposed, Cllr March seconded, all Cllrs agreed.

*Meeting ended 9.05pm.*

Signed: .....

*J A Clarke*

Date: .....

*9 December 2024*