



Congresbury Parish Council

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Minutes of the Full Council meeting of **Congresbury Parish Council**, held at the Old School Rooms, Congresbury on **Monday 14th October 2024 at 7.30pm**

Present: Councillors Clarke, Holland, Hill, Daw, Razzell and Burd
In attendance: Nicky Andrews (Clerk).

Five Members of the public present:

24075 Public Participation

A former District and Parish Councillor explained that Holocaust Memorial Day will be held on Saturday 25th January 2025 at the Old School Rooms Congresbury.

A representative of VANS explained that they are coordinating a project for the over 65's Improving ageing in Norths Somerset (IANS) and will be in the Old School Rooms Congresbury later this month.

Residents of WoodHill voiced their concerns over the traffic and the safety of pedestrians and cyclists. They would like to see more signage (flashing speed sign), 30mph limit and better road markings.

19.47 *Four members of the public left the meeting*

24076 Apologies for absence

Cllr T Griffiths and Cllr Dan Thomas (NS Councillor)

24077 Declarations of Interest and to consider any written applications for dispensations.

None

24078 Approval of minutes

Resolved – that the minutes of the Full Council held on Monday 16th September 2024 were approved and signed as a true record.

24079 Millennium Green – To review proposed actions following Millennium Green Management Group Meeting

Repairs to the bridges and fencing, the bench policy and the need for TPO's on two Oak trees were all discussed. Cllr Burd had spoken with the landlord of the Congresbury Arms and has obtained permission to allow the necessary machinery to access the paddock via their car park.

19.59 *One member of the public left the meeting*

24080 Clerks Report

The windows at the Old School Rooms have been completed, there are a few little snags to put right.

CIL monies cannot be used to fund defibrillators

Allotment holders have had vegetables stolen.

The Christmas tree has been ordered by Yatton Parish Council

Wales and West Utilities have asked to put a container in the car park of the Old School Rooms and will pay £50 per week for 11 weeks. Clerk to contact NSC to ask about the main A370/High Street lights being turned off and just using the temporary lights.

A quick reminder to all Councillors when emailing on Council business please could you use your Council email address.

24081 Council to note external auditors report and decide on any action that maybe required.

Councillors noted the external auditors report and the Clerk explained that the two weaknesses had been addressed. A spreadsheet had been put in place to monitor payments for the burial ground and the risk assessment needed to be approved by 31.03.2025.

24082 To review and adopt:

a) Gift and Hospitality Policy

Resolved: That the Gift and Hospitality Policy has been reviewed, by the Parish Council and was adopted

b) Burial Ground Policy

Resolved: That the Burial Ground Policy has been reviewed, by the Parish Council and was adopted

c) Volunteer Policy

Resolved: That the Volunteer Policy has been reviewed, by the Parish Council and with an amendment to the time needed for a costed proposal to be at the Clerks discretion, it was adopted

d) Library Management Group – Terms of Reference

Resolved: That the Library Management Group has been reviewed, by the Parish Council and was adopted

24083 To discuss parking problems in Bridge Farm Square

Clerk to contact the residents of Bridge Farm Square and ask them to choose whether they would like parking restrictions to prohibit vehicles from using their road, to park to go on holiday.

24084 To consider how to re-position the planters by the cross in Broad Street and how to prevent them from being moved.

Cllr Burd will re-position the planter once the flowers have gone by removing the soil and replacing some soil with stones. Cllr Clarke volunteered to give her a hand.

24085 Welcome Festival in June 2025 - Update

Cllr Hill had written a letter to be sent to the venues in the village, outlining the plans for the event. It was noted that not all organisations have venues.

20.20 *Cllr T Daw joined the meeting*

24086 To further discuss future of the burial ground

Clerk to submit an advert to Congresbury Life requesting suggestions or donations of land that could be used as a future burial ground and put the same request on the Parish Council website. It was suggested that QEH be approached and asked the same question as it has long historical connection with Congresbury.

24087 Update on new Recreation Club from KGV trustees meeting

Cllr Burd explained that the new building (Planning permission already agreed) would keep the same footprint, but there would be a second story. The committee are fund raising but they may ask the Parish Council to look at taking out PWLB (loan scheme for local authorities).

24088 To discuss residents' concerns over the traffic on Woodhill.

The Clerk reported that NSC will be attending the next Full council meeting (Monday 11th November 2024 at 7.30pm) to discuss Woodhill and the upcoming Smallway scheme.

24089 Finances

For members to note the finances for month 6 (September 2024) Clerk and Chair/Vice Chair to sign and initial pages.

Direct debits, credit card and bank transfer payments as detailed totalling £15879.477 (September 2024)

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

24090 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.

24091 Christmas Tree and Lights

Resolved – It was agreed to erect the tree and lights as per last year and look for another Contractor for next year. Clerk to ask the contractor to return the lights and trees to the Parish Office when they are taken down in January. - Cllr Clarke proposed, Cllr Holland seconded, all Cllrs agreed.

24092 St Andrews Meeting Room Floor

Resolved – David Bush Joinery was approved to carry out repairs to the floor in St Andrews Room. The Councillors noted that the quotation was based on the defect report but may be subject to change once the old floor has been removed - Cllr Holland proposed, Cllr Clarke seconded, all Cllrs agreed.

Meeting ended 9.05pm.

Signed:Date.....