

Congresbury Parish Council

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

Chair: 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 Full Council meeting of **Congresbury Parish Council**, held at the
Old School Rooms, Congresbury on **Monday 11th August 2025 at 7.30pm**

Present: Councillors Clarke, Razzell, Burd, Holland, Ballard, Harris, Whiteman, Griffiths and Cove.

In attendance: Nicky Andrews (Clerk) and Cllr Dan Thomas (NS Councillor)

Two Members of the public present:

25063 Public Participation

A resident of Park Road reported that fencing had been erected on the Mulberry Road Site. He asked if Cllr Dan Thomas could investigate the matter as a Reserved Matters Planning Application had not been applied for.

Cllr D Thomas stated that he would contact North Somerset Planning regarding the Mulberry Road Site and that it had been a quiet month at North Somerset Council.

19.35 One member of the public left the meeting.

25064 Apologies for absence

Cllr K Hill

25065 Declarations of Interest and to consider any written applications for dispensations.

None

250266 Approval of minutes

Resolved – that the minutes of the Full Council held on Monday 14th July 2025 were approved and signed as a true record.

25067 Millennium Green – To review proposed actions following Millennium Green Management Group Meeting

Cllr L Burd reported that the business plan for the PWLB has been started and that quotes were being obtained for the plinths and the fencing. A meeting will be taking place with the Environment Agency on Wednesday 13th August regarding the work on the badger setts. The ends of the bridge have been concreted, brambles are being cut tomorrow, volunteers have been busy and the dog signs are being designed.

25068 Clerks Report

I have had a report from a member of the public that the pavement from Moorland Park to Congresbury is unusable due to trees covering it, they need cutting. I have reported this to North Somerset Council. They are aware of the issue, but it will require a large tractor and flail

and it may need to wait until the bird nesting season is over. Therefore, it will probably be done at the beginning of September.

A resident has informed me that the speed sign that flashes 30mph has been removed from the B3133 Brinsea Road near the junction with Venus Street. No one informed me that it was going to be taken out, so I have contacted North Somerset Council and I am waiting for an update from them. It could be due to the new 20mph speed limit.

A meeting has been arranged to talk about local issues with the police on Friday 15th August 2025 at 6pm in St Andrews Room.

A resident has reported that despite the 20mph signs and the humps, cars are still speeding through the village. The Clerk witnessed a cyclist using the humps as BMX jumps. North Somerset Council are monitoring the situation.

North Somerset Council will shortly be replacing the following bus shelters as part of the BSIP scheme. Two bus shelters near Tesco Express, Congresbury, one at the Strawberry Line and two shelters at Puxton Park.

25069 Co-option

Richard Cove was co-opted onto the Parish Council, and he signed the declaration of acceptance of office.

25070 To consider any requests to join a committee where there is a vacancy.

It was agreed that Cllr R Cove would join the Planning and Finance Committees and Cllr T Harris would join then Staffing and Administration Committee.

25071 To discuss the car parking situation in Congresbury.

A letter has been received from Tincknells suggesting holding a meeting to discuss the Parish Councils concerns regarding the new parking charges at the precinct. Clerk to email them with dates. Cllr L Burd had spoken to the Congresbury Arms and our contractors need to go in and register their vehicles so that they do not get charged.

25072 To consider emergency access requirements.

It was decided to install another key safe on the Parish Office to house the emergency access requirements. Cllr T Griffiths asked could the code for the Millennium Green padlock be logged with the police. Clerk to check with the police at the meeting on Friday.

25073 To consider asking CURO to remove the bench at Bramley/Cadbury Square

Resolved – To formally asked CURO to remove the bench to prevent anti-social behaviour and littering and could they either tidy up or remove the planters. Cllr Holland proposed, Cllr Clarke seconded, all Cllrs agreed.

25074 To discuss whether to request North Somerset Council set a one-hour time limit in the layby outside the podiatry clinic. (Mon -Fri 8am – 5pm)

Resolved – To request North Somerset Council to set a one-hour time limit in the layby outside the podiatry clinic (Mon-Fri 8am-5pm). Cllr Razzell proposed, Cllr Griffiths seconded, all Cllrs agreed.



25075 To discuss illegal signage in the conservation area.

The clerk had spoken to the organiser of Slimming World; she was not happy about removing the signage and would be writing to the Parish Council. The Clerk has reported the signage on the A370/High Street to North Somerset Council, they will speak to the business, Cllr Clarke will also speak to the business owners.

25076 Update on missing bin by traffic lights

North Somerset Council has not forgotten the bin; it will be sorted out soon. He has been busy sorting out the new three weekly bin collections. Cllr Burd ask if a bigger bin could replace the one under the noticeboard in Broad Street. Clerk replied that the cost would need to be added to next year's budget.

25077 Congresbury Burial Ground

a) Unauthorised items

The clerk reported that the administrator had conducted an inspection last Friday and 36 plots may be contravening the burial ground rules. She will be contacting the relevant deed holders by letter asking them to remove the illegal items. The Councillors asked that the letter stated that the items would be disposed of if they are not removed within four weeks.

b) New Burial Ground – Cllr D Thomas to obtain contact details for the landowner of the field adjacent to the burial ground.

20.21 *One member of the public left the meeting*

25078 To authorise payment schedule for August 2025

Resolved: To authorise payments for August 2025.

25079 Finances

For members to note the finances for month 4 (July 2025) Clerk and Chair/Vice Chair to sign and initial pages.

Direct debits, credit card and bank transfer payments as detailed totalling £11731.44 (July 2025)

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

25080 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.

25081 Office mobile phone and contactless card reader

Cllr J Whiteman stated that the mobile phone chosen would probably be out of date in two years and suggested we look at the A55 instead. Although it would cost more it would last much longer and it was also proposed that look at Giff Gaff for a sim only deal. To be discussed again at Full council in September.



25082 To consider quotations received for mould removal in the Old School Rooms.

The Councillors requested clarification on the cost of removing the staining, if it could be painted over and how long after the mould removal before it could be painted.

20.34 Cllr T Harris left the meeting.

25083 To consider quotations for partial resurfacing (tarmac) of Church Drive.

Resolved – To formally asked Yeo Valley Driveways to resurface sections of Church Drive. Cllr Griffiths proposed, Cllr Clarke seconded, all Cllrs agreed.

25084 To further discuss clearing vegetation from around the ball court.

The volunteers have cleared some of the vegetation around the ballcourt. Clerk to asked North Somerset Council who is responsible for clearing the vegetation from around the ballcourt and how can the Parish Council prevent them from returning.

25085 To consider quotations for phone and broadband contract.

The Councillors considered 84- and 60-month contracts to be too long. Clerk to ask for a quote for a 36-month contract and remove any irrelevant items (calls abroad).

25086 To discuss purchase of a memorial plaque for former Chair of Congresbury Parish Council.

The family have requested that the Parish Council share the suggested wording with them before they go ahead.

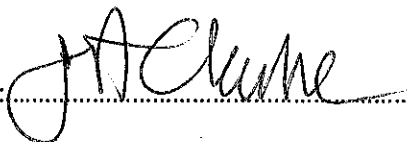
Resolved: To approve a plaque in memory of former Chair of the Parish Council, Mary Short at a cost of up to £200.00. The plaque will be placed in the Jubilee Hall at the Old School Rooms. Cllr Clarke proposed, Cllr Holland seconded, all Cllrs agreed.

25087 Date of next meeting

The date of the next meeting is Monday 15th September 2025 at 7.30pm

Meeting ended 8.55pm.

Signed:



Date:

