



Congresbury Parish Council

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Chair: Cllr Jane Clarke
Parish Clerk: Nicky Andrews
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Minutes of the Full Council meeting of **Congresbury Parish Council**, held at the Old School Rooms, Congresbury on **Monday 16th March 2026 at 7.30pm**

Present: Councillors Hill, Razzell, Daw, Ballard, Whiteman Harris, Barbour Cove and Clarke

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

Three Members of the public present:

25217 Public Participation

A member of the allotment association reiterated his comments from last month about the hedges, grass cutting and potholes in the lane.

Cllr D Thomas reported that North Somerset Council had set the budget for 2026/2027, an increase of 8.99%. BSIP is still working in the background update to follow. Mulberry Road is causing considerable issues, pre-commencement works have started, problems have occurred with block roads and waste collection has been disrupted. North Somerset Council enforcement is investigating several issues. The no through road sign at the end of Broad Street, the officer had not seen any evidence to reinstate the sign.

25218 Apologies for absence

Cllr L Burd

25219 Declarations of Interest and to consider any written applications for dispensations.

None

19.40 *One member of the public left the meeting*

25220 Approval of minutes

Resolved – that the minutes of the Full Council held on Monday 12th January 2026 and 9th February 2026 and the Finance Meeting of 9th March 2026 were approved and signed as a true record.

25221 Millennium Green – To review proposed actions following Millennium Green Management Group Meeting

Cllr R Cove reminded Councillors that as Councillors they were all members of the Millennium Green Management Group. Cllr Cove will contact the bridge contractors and ask them to start as soon as possible and ask them how long it will take. The dog signs have been erected and it had been agreed replace one of the broken dog bins. The emergency contact sign is on order and the new policies have been agreed apart from the volunteer policy that required additional wording for PPE.

25222 Clerks Report

The public toilets have been broken into and vandalised. The electronic door is not working properly, Clerk to arrange for the door to be repaired and obtained quotations to repair the interior of the toilets. To be added to the next agenda.

Citizens Advice North Somerset has an advice shop in the Sovereign Centre on 15th April from 2.30-4.30pm.

BSIP Small Transport Hub – The Clerk explained the BSIP plans for Congresbury a new shelter on Station Road, improvements to stone bus shelter, a noticeboard and better access to the riverside car park, upgrade the litter bin and cycle storage – Agenda item for the next meeting.

25223 To discuss setting up a Community Speed Watch.

The North Somerset CSW Co-ordinator – Police Support Volunteer John Hunter explained the background behind the CSW scheme and that it was resident driven with support from the police. Data collected would be feedback to the police. The scheme does not cost anything but would require at least three approved volunteers and it would be best to start with just two sites. All details on Avon and Somerset Police website, the Clerk has been given some information and posters. Several Councillors agreed to help with the scheme, clerk to contact residents that have reported speeding to see if they would like to help. John is available to help support the scheme.

20.11 One member of the public left the meeting

25224 To discuss Community Benefit Funds for the Strawberry Line and the Brinsea Green Farm Solar Farms with RWE Renewables.

A representative of RWE Renewables who are constructing both solar farms explained that they are currently carrying out site investigations. Work is likely to commence in 2028 but preparations will continue until construction begins. The community benefit funds will be held by Grantscape is one of the UK's leading charities specialising in the management of community benefit funds. The £325,000 (£250,000 from Strawberry Line and £75,000 half of £150,000 from Brinsea Green Farm, partly in Churchill and Landford Parish). Will be available twelve months after constructions starts. More details about Grantscape and how to apply later in the year.

20.29 One member of the public left the meeting.

25225 Grants 2026-2027

- a) The Brightwell (West of England MS Therapy Centre) £250
- b) North Somerset Council Strawberry Line £1,000
- c) Congresbury Millennium Green £11,472
- d) Vine Counselling £500
- e) Congresbury Football Club £500
- f) Congresbury Scouts and Guides Group £1000
- g) Congresbury Youth Partnership £19,000
- h) Congresbury Community Library £500
- i) Congresbury Life £1,200

Resolved – Grant applications for 2026-2027 were reviewed and the amounts above were agreed, the resolution was correctly proposed and seconded (unanimous)

- 25226 To review and adopt:**
- a) Code of Conduct**
Resolved: That the Code of Conduct has been reviewed, by the Parish Council and was adopted.
- b) Volunteers Policy**
Resolved: That the Volunteers Policy has been reviewed, by the Parish Council and was adopted.
- c) Equality and Diversity Policy**
Resolved: That the Equality and Diversity Policy has been reviewed, by the Parish Council and was adopted.
- d) Anti -Harassment and Bullying Policy**
Resolved: That the Anti-Harassment and Bullying Policy has been reviewed, by the Parish Council and was adopted.
- e) Retention and Disposal Policy**
Resolved: That the Retention and Disposal Policy has been reviewed, by the Parish Council and was adopted.
- f) Vexatious Requests Policy**
Resolved: That the Vexatious Policy has been reviewed, by the Parish Council and was adopted.
- g) Finance Reserves Policy**
Resolved: That the Finance Reserves Policy has been reviewed, by the Parish Council and was adopted.
- 25227 To authorise payment schedule for March 2026 and power to spend.**
Resolved: To authorise payments for March 2026 and note power to spend
- 25228 Finances**
 For members to note the finances for month 11 (February 2026) Clerk and Chair/Vice Chair to sign and initial pages.
 Direct debits, credit card and bank transfer payments as detailed totalling £ (February 2026)
- a. Bank reconciliations
 - b. Payments & Receipts
 - c. Expenditure against budget
- 25229 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.
- 25230 To consider quotations for heating systems at the Old School Rooms.**
 Councillors decided that as the boiler and its controls were working and that the heating system would be shortly turned off for the summer months, to see if we can find out why the controls are not working correctly. An agenda item for the next meeting.
- 25231 To consider quotations for gas/electricity contracts.**
 As the contracts are not due until July/August it was suggested the Clerk investigates renewable energy sources such as solar panels, batteries and air source heat pumps, grant funding may be available. Also to find alternative quotations for electricity and gas on comparison websites. An agenda item for the next meeting.

25232 To consider the employment recommendation from the Cadbury Hill Joint Management Committee for a new estate manager.

At a recent meeting of the joint committee the job description, advert, employment contract and process for employing a new Estate Manager based on the current hours (four per week) and current salary were discussed. The Committee agreed to a one month overlap to allow a handover with both parties being paid.

RESOLVED: to approve the employment of a new Estate Manager for Cadbury Hill based on four hours per week and under the same employment contact and current salary. The resolution was correctly proposed and seconded (unanimous).

25233 Date of next meeting

The date of the next meeting is Monday 13th Aril 2026 at 7.30pm

Meeting ended 21.10pm.

Signed:Date.....