



Congresbury Parish Council

Orchard House
The Old School Rooms
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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 17th August 2026 at 7.30pm**

Present: Councillors Hill, Razzell, Whiteman Harris, Barbour, Griffiths, Burd and Clarke

In attendance: Nicky Andrews (Clerk).

Two Members of the public present:

26057 Public Participation

The Secretary of the Allotment Association felt that allotment holders living outside Congresbury should be restricted to a defined geographical area around Congresbury. It was also suggested that new tenants should demonstrate that they have been good tenants before being considered for a further allotment plot.

Three tenants have asked to downsize to half plots. Could the possibility of splitting some plots into half plots be investigated?

The Allotment Association has been raising funds towards the purchase of a new security gate for the site. She was pleased we were discussing the bench on Kent Road Green as there were no benches north of the river except on the Millennium Green.

The Chair of the Allotment Association hoped his questions posed in February would be discussed in the update from the working party.

26058 Apologies for absence

Cllr D Thomas

26059 Declarations of Interest and to consider any written applications for dispensations.

None

26060 Approval of minutes

Resolved – that the minutes of the Full Council held on Monday 13th July 2026 were approved and signed as a true record.

26061 Millennium Green – To review proposed actions following Millennium Green Management Group Meeting

It had been agreed to re-site the bench in memory of D West and mend a fence in the orchard at the cost of £75.00.

26062 Clerks Report

The Responsible Financial Officer (RFO) and the Clerk have successfully completed the FiLCA and CiLCA qualification respectively.

The Clerk received a visit from the newly appointed Senior Anti-Social Behaviour Officer at North Somerset Council, who is leading work to reduce anti-social behaviour (ASB) and increase enforcement of Public Spaces Protection Orders (PSPOs). The officer advised that, should Congresbury Parish Council wish to secure an allocation of five hours of dedicated officer time per week, the annual cost would be £5,567.57.

A reply has been received from Cllr Mike Bell regarding through traffic on Kent Road. He advised that either the Ward Councillor or Congresbury Parish Council could submit a proposal to the Scheme Pipeline for consideration. To be discussed on the next agenda.

It has been reported that the fish and chip shop have removed its litter bin from the precinct. The Clerk has spoken to the owners, who explained that the bin was being misused, with people disposing of general household rubbish rather than just fish and chip packaging. A notice has been placed in the shop asking customers to bring any fish and chip packaging back inside, where staff will dispose of it. The owners are monitoring the Parish Council's litter bin and removing any waste generated by the chip shop. The Clerk to contact North Somerset Council regarding domestic waste being deposited in the Parish Council's litter bins.

A wasp nest on the outside of the old school rooms has been dealt with by a pest control company.

The Clerk has arranged with North Somerset Council for the outside of the allotment hedge, on the lane side, to be flailed after bird nesting season.

North Somerset Council will let us know the date in advance so that allotment holders can be informed not to park in the lane on that day.

26063 Update from Allotment Working Party

Cllr T Harris explained that the contractor had contacted the Parish Council, but the email had been sent to a Councillor who did not respond or forward it on.

A meeting was subsequently held at the allotments with the contractor and two members of the working party. There has been good engagement with the contractor, who confirmed that the inside of the hedge will be trimmed in September. All items abutting the hedge will need to be moved to allow the hedge to be cut.

Cllr T Harris has also been added to the WhatsApp group, where the contractor posts photographs when the grass has been cut.

The Working Party will be looking into the processes for managing the allotments. Any concerns or problems regarding the allotments should be reported directly to the Clerk/Administrator at the Parish Office.

8.04 Cllr T Griffiths left the meeting.

8.07 Cllr T Griffiths returned to the meeting.

26064 Allotments

a) To consider increasing the percentage of allotment plots that may be allocated to applicants who are not residents of Congresbury.

b) To consider number of plots allowed in one household.

Resolved that both the above items should be discussed by the allotment working party. The resolution was correctly proposed and seconded (unanimous).

- 26065 To reconsider the siting of a bench, following the final decision made in July 2025.**
Resolved that the Clerk contact the resident who purchased the bench to ask whether, as stated in her letter dated 22 April 2026, she has donated the bench to the church. If she has not, the Clerk is to ask whether she would be agreeable to the bench being sited on the plinth previously occupied by the Editorial Bench. If the bench is installed, it is to be monitored for six months for any anti-social behaviour. The resolution was correctly proposed and seconded (five for, three against).
- 8.23 *Two members of the public left the meeting.*
- 8.25 *Cllr K Razzell left the meeting.*
- 26066 To discuss removing bench and bin in Park Lane and siting an additional bin in Broad Street.**
Resolved to remove the bench and bin from Park Lane and relocate the bin in Broad Street. The resolution was correctly proposed and seconded (unanimous).
- 8.28 *Cllr K Razzell returned to the meeting.*
- 26067 Planning**
a) To agree that the Parish Council writes to North Somerset Council requesting a meeting to discuss the consideration of Parish Council planning representations.
Resolved: It was agreed that the Planning Committee discuss the consideration given to Parish Council planning representations by North Somerset Council and request a meeting with them.
- b) To discuss recently submitted documentation for planning application 23/P/2304/FUL. Highway Safety and Traffic**
Resolved – Congresbury Parish Council, wish to formally object to the above planning application. After careful consideration of the proposals, the significant number of public objections submitted, and representations from statutory consultees, the Council considers the application to be contrary to both local and national planning policy and unsuitable for approval. – . The resolution was correctly proposed and seconded (unanimous).
- Highway Safety and Traffic**
The proposal to provide access directly onto the A370 is, in our view is a serious highway safety concern. The A370 is already a busy road operating under significant pressure, with congestion at peak times, and the **Smallway junction is already an accident hotspot**. We cannot see how adding further vehicle movements at this location can be considered safe. The proposed access would introduce additional vehicles onto the A370 at an already problematic location and would inevitably increase pressure on the junction and the wider road network through Congresbury.
- There are also existing concerns for pedestrians and cyclists using the A370. In particular, the pedestrian crossing close to the Congresbury Arms can already be hazardous. Large vehicles frequently cut the corner and encroach onto the pavement. Introducing additional vehicles emerging onto the A370 from the proposed development would create further conflict between traffic, pedestrians and cyclists and could have very serious consequences.

The highway implications of this proposal therefore need to be considered in the context of the **existing problems at Smallway and the A370**, rather than simply assessing the additional traffic in isolation.

Flood Risk and Drainage

The site is adjacent to the River Yeo and the land already floods regularly. With the increasing frequency and intensity of extreme rainfall associated with climate change, this is a significant concern.

Development could increase surface water runoff and potentially exacerbate flooding on neighbouring land and the surrounding highway network.

If permission were to be granted, it must be clearly demonstrated that the development will **not result in any additional surface water or drainage runoff being diverted towards the Bristol Road/A370 or surrounding areas**. The capacity of existing drainage and sewerage infrastructure should also be properly assessed before any development is permitted.

Impact on the Landscape and Character of Congresbury

The development would result in the loss of open countryside on an important approach to Congresbury.

This area currently contributes to the rural character and setting of the village. Development would represent a further step towards the urbanisation of an important gateway into Congresbury and would adversely affect the landscape and visual character of the area.

Impact on Heritage Assets

The application site lies close to the historic Congresbury Bridge and within the setting of important heritage assets.

In particular, the site is within the setting of the **Grade I listed Church of St Andrew**, one of Congresbury's most important historic buildings. The proposal therefore has the potential to harm the historic setting and significance of the church.

The effect of the development on the setting of these heritage assets should be given significant weight when considering the application.

Ecology and Biodiversity

The site is close to the River Yeo and its associated habitats and wildlife corridor.

Development could have impacts on wildlife habitats, protected species and the wider ecology of the river corridor.

The application should demonstrate a credible and properly localised biodiversity net gain and explain how existing habitats and ecological connectivity will be protected and enhanced.

Infrastructure Capacity

The development would place further pressure on already stretched local infrastructure and services, including GP surgeries, schools and other community facilities.

This is particularly concerning given the additional development already permitted within Congresbury, including the Pineapple Farm development.

The cumulative impact of further development on local services, roads, drainage and sewerage infrastructure needs to be properly considered rather than assessing this application in isolation.

Conclusion

The proposed development would introduce additional traffic onto an already congested and problematic section of the A370, at a location where there are existing safety concerns for motorists, pedestrians and cyclists.

The proposal also raises significant concerns regarding flood risk, drainage, landscape character, heritage, ecology and the capacity of local infrastructure.

Most importantly, **the proposed access onto the A370 should not be considered acceptable given the existing highway safety problems at Smallway and along this section of the A370.**

Adding further vehicle movements to an already dangerous location is likely to increase rather than resolve the existing risks.

For these reasons, we strongly object to the application and ask that it be refused.

- 26068 To consider and adopt revised procedure for public participation at Council meetings, including speaking times, the role of the Chair, and the published guidance for residents.**

Resolved: That the revised procedure for public participation has been reviewed, by the Parish Council and was adopted. The resolution was correctly proposed and seconded (unanimous).

- 26069 To authorise payment schedule for August 2026 and power to spend. To include grounds maintenance invoice(s) for June and July 2026.**

Resolved: To authorise payments for August 2026, ground maintenance for June and July 2026 and note power to spend.

- 26070 Finances**

For members to note the finances for month 4 (July 2026) Clerk and Chair/Vice Chair to sign and initial pages.

Direct debits, credit card and bank transfer payments as detailed totalling £65231.72 (July 2026)

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

- 20.44 Cllr T Harris left the meeting.**

- 26071 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.

- 26072 To discuss the future of the balance beam on the Millennium Green.**

Resolved that the balance beam should be repaired at a cost of £450.00 plus VAT. The resolution was correctly proposed and seconded (unanimous).

26073 Date of next meeting

The date of the next meeting is Monday 14th September 2026 at 7.30pm

Meeting ended 20.58pm.

Signed:Date.....