



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

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**All Council meetings are open to the
public and press**

TO: All Members of the Council.

11th August 2026

Dear Councillor,

You are summoned to a Full Council meeting of **Congresbury Parish Council** in the St Andrews Room, Station Road, Congresbury, BS49 5DX on **Monday 17th August 2026 at 7.30pm**. The meeting will consider the items set out below.

At the start of the meeting there will be a public participation session to enable the people of Congresbury to address the Council on any issue, subject to time available. Each speaker will be limited to a period of up to five minutes with a maximum total time of 15 minutes.

Emergency Evacuation Procedure for the Old School Rooms is the car park entrance.

Nicky Andrews

Nicky Andrews
Parish Clerk

AGENDA

1. **Public Participation.**
This section may also include the following:
District Councillor's Report: Cllr Dan Thomas (North Somerset Council).
Police Report: All crime statistics are now available on-line at:
<https://www.police.uk/pu/your-area/avon-somerset-constabulary/yeo-vale/>
2. **Apologies for absence.**
To receive any apologies for absence and to approve the reasons given.
3. **Declarations of Interest and to consider any written applications for dispensations.**
Members to declare any interests, including disclosable pecuniary Interests (DPI) they may have in agenda items that accord with the requirements of the Parish Council's Code of Conduct and to consider any written requests from members for dispensations.
4. **Approval of minutes.**
To approve and sign the minutes of the **Full Council Meeting of 13th July 2026.**
5. **Millennium Green – To review proposed actions following Millennium Green Management Group Meeting.**
6. **Clerks Report.**
To receive the clerks, report summarising activities of the Parish Office.
7. **Update from Allotment Working Party**
8. **Allotments Tenancy Rules**
 - 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.
9. **To reconsider the siting of a bench, following the final decision made in July 2025.**
10. **To discuss removing bench and bin in Park Lane and siting an additional bin in Broad Street.**
11. **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.
 - b) To discuss recently submitted documentation for planning application 23/P/2304/FUL.
12. **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.**
13. **To authorise payment schedule for August 2026 and power to spend. To include grounds maintenance invoice(s) for June and July 2026.**

14. Finances.

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

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

15. 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.

16. To discuss the future of balance beam on the Millenium Green

17. Date of the next meeting.

The date of the next meeting.