Congresbury Parish Council

Orchard House
The Old School Rooms
Station Road
Congresbury
BS49 5DX

Tel: 01934 838802

Chair:	Cllr Jane Clarke	www.congresbury-pc.gov.uk
Parish Clerk:	Nicky Andrews	Email: clerk@congresbury-pc.gov.uk
RFO:	Gemma Palmer	Email: finance@congresbury-pc.gov.uk
Administrator:	Catrin Lewis	Email: admin@congresbury-pc.gov.uk

All Council meetings are open to the public and press

TO: All Members of the Council. **10th November 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 16th November 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 residents of Congresbury to address the Council on any matter.

Each speaker may speak for up to **5 minutes**

The total session will be limited to **15 minutes,** although this may be extended at the Chair's discretion.

Public participation is not part of the formal business of the meeting. The Council is therefore unable to debate or make decisions on matters raised that are not included on the published agenda.

The Chair may allow brief factual responses or clarification where appropriate. More detailed matters may be referred to the Clerk for follow-up or considered at a future meeting.

Nicky Andrews

Nicky Andrews
Parish Clerk

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

A G E N D A

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 12th October 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. To discuss Councillors Burd's replacement as Millennium Green Trust Secretary

8. To consider any requests to join a committee where there is a vacancy. (Finance & Staffing).

9. To appointment a representative to King George V Playing Fields Trustees and Cadbury Hill

10. Update from Allotment Working Party

11. Update on submission to North Somerset Council's Highway and Transport team regarding the use of Kent Road/Wrington lane as a cut-through to avoid traffic on the A370.

12. Update on request to install speed reminder signs on Station Road(A370) near 30mph speed limit entering the village from Weston and Brinsea Road (B3133) at the start of 20mph speed limit.

13. To consider a pupil's request to undertake work experience at the Parish Council Office.

14. To authorise payment schedule for November 2026 and power to spend.

15. Finances.

For members to note the finances for month 7 (October 2026) Clerk and Chair/Vice Chair to sign and initial pages.

a. Bank reconciliations

b. Payments & Receipts

c. Expenditure against budget

16. 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.

17. To discuss the prolonged absence a Councillor from council meetings over the past six months and to determine the appropriate actions.

18. To consider purchasing 10 x 50L bags of soil improver for the Geoffrey Peacock Memorial Garden.

19. To consider quotations for the renewal of the electricity contract in the library

20. To consider quotations received for light replacement in the Old School Rooms and library.

21. To discuss the agreement made with Congresbury Parochial Church Council in July 2015 regarding the maintenance and upkeep of the paths and infrastructure.

22. Date of the next meeting.

The date of the next meeting.