



## Congresbury Parish Council

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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 13<sup>th</sup> April 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).

### **Four Members of the public present:**

#### **25234 Public Participation**

Two members of the Seniors' Lunch Club raised concerns about correspondence received from the Parish Office regarding the timing charges for setting up, particularly in St Congars. They noted that, as the room is not otherwise used on the morning of the Lunch Club, they believe they should be permitted to set up without incurring payment until such time as another booking is made for use of the room. The Chair stated she would investigate this.

#### *19.36 Two members of the public left the meeting*

The secretary of the allotment association stated that she was glad that a working party was being set up. The WI now have the funds to purchase a new bench for the Millennium Green. The chair of the allotment association advised that, following several conversations in recent weeks, he believed the grass and hedge-cutting contract needed to be reviewed to ensure that all aspects of the work were being properly carried out.

Cllr Dan Thomas stated that nothing specific to update the Council with this month. Planning enforcement officers are dealing with the Mulberry Road Development.

#### **25235 Apologies for absence**

Cllrs L Burd and M Ballard

#### **25236 Declarations of Interest and to consider any written applications for dispensations.**

None

#### **25237 Approval of minutes**

**Resolved** – that the minutes of the Full Council held on Monday 16<sup>th</sup> March 2026 were approved and signed as a true record.

#### **25238 Millennium Green – To review proposed actions following Millennium Green Management Group Meeting**

The Environment Agency have drafted a letter to the residents regarding the ownership of the area around the rhyme, but it has been sent to their legal department.

Work on the bridge should have started today but is delayed until Monday 20<sup>th</sup> April 2026. Two dog bins have been repaired and one plastic one is still to be installed. The AGM will be on Monday 8<sup>th</sup> June at 6.30pm.

**25239 Clerks Report**

Bristol Airport has submitted a planning application to North Somerset Council. This is for the necessary infrastructure for them to increase our capacity from 12 million passengers per annum to 15 per annum.

Our cleaner company has just informed us that their hourly rate will increase by £3.00 per hour from the 1<sup>st</sup> April. We will be adjusting the cleaner's hours to suit the budget as we have not allowed that amount of increase. – Clerk to look at contract.

An event at the school on Thursday 2<sup>nd</sup> April caused problems in the car park with our art and Pilates classes as there was nowhere left for the classes to park.

The Mendip Hills National Landscape Team are holding three events exploring nature recovery and the local planning system within the national landscape and are inviting members of the parish council to attend. Details are available from the Parish Office.

The work on the lights in Church Drive has been started today.

**25240 To discuss forming an allotment working party**

**Resolved** – That Cllrs Clarke, Griffiths and Harris form an allotment working party.

19.59 *Two members of the public left the meeting*

**25241 BSIP – Transport Hub**

The Councillors asked the Clerk to inform the BSIP team that the bus stop on Station Road should remain in its current orientation, with the seating positioned between the shelter and the wall. They also requested that no planters be installed on Riverside, and that the litter bin there should instead be replaced.

**25242 To discuss renovation of the public toilets.**

The Clerk reported that the time lock had been changed and while the locksmith was in the toilets, two youths attempted to force entry by kicking the door. The incident has been reported to the police. The Clerk will obtain quotations for the necessary renovation work and she has also applied for a grant from Awards for All to support the project.

**25243 To consider staging a duck race and fun fair on the Millennium green (Separately)**

Due to the work on the bridge commencing on Monday 20<sup>th</sup> April neither event can take place.

**25244 To review and adopt:**

**a) Publication Policy**

**Resolved:** That the Publication Policy has been reviewed, by the Parish Council and was adopted.

**b) Risk Management Policy**

**Resolved:** That the Risk Management Policy has been reviewed, by the Parish Council and was adopted.

**c) Sickness and Absence Policy**

Sickness regulations have been revised from 1<sup>st</sup> April 2026, waiting for the NALC template to be revised.

**d) Training and Development Policy**

**Resolved:** That the Training and Development Policy has been reviewed, by the Parish Council and was adopted.

**25245 To consider removing three dead trees and trim silver birch on grass verge in Stonewell Drive by King George V Playing Fields**

Clerk to investigate and report back to the next meeting.

**25246 To authorise payment schedule for April 2026 and power to spend.**

**Resolved:** To authorise payments for April 2026 and note power to spend

**25247 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.

**25248 To consider quotations for gas/electricity contracts and renewable energy options.**

Clerk has received one quotation for renewable options but is awaiting a the second. Cllr T Griffiths suggested a third company to approach. The Clerk will obtain more gas/electricity quotations and present them in a table for the next meeting.

**25249 To discuss request to replace the basketball hoops in the ball court.**

The Councillors asked if the quote was for a rope of metal net the clerk was unsure. As a metal net would last longer.

**Resolved** that the Clerk could purchase two new hoops with metal nets for up to £300. The resolution was correctly proposed and seconded (unanimous).

**25250 Date of next meeting**

The date of the next meeting is Monday 11<sup>th</sup> May 2026 at 7.30pm

*Meeting ended 8.45pm.*

Signed: .....Date.....