



## MINUTES OF THE ANNUAL MEETING OF THE PARISH COUNCIL HELD AT BANWELL YOUTH & COMMUNITY CENTRE AT 7:30pm ON MONDAY 15<sup>th</sup> MAY 2023

**PRESENT:** Councillors: Paul Blatchford (Chairman), Simon Arlidge, Steve Davies, Kevin Gibbons, Paul Harding, Nick Manley, Maggie McCarthy, Matthew Thomson and Tara Wright.

**IN ATTENDANCE:** Mrs Liz Shayler (Clerk)  
**WARD COUNCILLOR:** None  
**AVON & SOMERSET POLICE:** None  
**MEMBERS OF THE PUBLIC:** Two

Cllr Blatchford welcomed everybody and began by thanking Phil Adams for his work with the Parish Council for the last 6 years.

**Before the meeting was convened, members of the public were invited to speak.**

### **Members of the public**

A member of public congratulated the new District Councillors elected to represent the Ward and wished them luck.

### **Community Beat Manager's report**

The following report was received for the period 17/04/2023 to 15/05/2023.

Calls from Parish = 36 with the following selection of crimes reported: 4 abandoned 999 calls, 1 antisocial behaviour, 2 concern for welfare, 1 Harassment, 2 missing person, 8 suspicious activity, 1 theft, 1 theft of a vehicle and 3 traffic related.

Residents were informed of a new way of reporting areas where they feel unsafe (e.g. inadequate lighting problems / vandalism / antisocial behaviour etc...). You can find more information by looking at [StreetSafe | Avon and Somerset Police](#). However, residents were reminded that if they see anything suspicious in the area or would like to talk to local officers, call 101 or 999 in an emergency, they can also report anonymously to Crimestoppers on 0800555111.

### **Ward Councillor's report**

No Ward Councillors were present, and no report had been received.

### **The meeting was convened.**

#### **072/23 To elect a Chairman of the Parish Council for 2023/24 (agenda item 1)**

**Resolved** – To elect Cllr Paul Blatchford as Chairman of the Parish Council for 2023/24

**The resolution was correctly proposed and seconded (unanimous)**

Cllr Blatchford read and signed the declaration of acceptance of office.

#### **073/23 To elect a Vice Chairman of the Parish Council for 2023/24 (agenda item 2)**

**Resolved** – To elect Cllr Paul Harding as Vice Chairman of the Parish Council for 2023/24

**The resolution was correctly proposed and seconded (unanimous)**

Cllr Harding read and signed the declaration of acceptance of office.

**074/23 To receive and consider an application to fill vacancies by co-option from Steve Davies (agenda item 3).**

**Resolved** – To co-opt Steve Davies on to the Parish Council.

**The resolution was correctly proposed and seconded (unanimous)**

Cllr Davies read and signed the declaration of acceptance of office.

**075/23 To receive apologies for absence (agenda item 4)**

Apologies were received from District Councillor Joe Tristram

**076/23 To resolve that Banwell Parish Council is eligible to use the General Power of Competence (agenda item 5).**

**Resolved** – To resolve that Banwell Parish Council is eligible to use the General Power of Competence.

**The resolution was correctly proposed and seconded (unanimous)**

**077/23 To appoint Members to Committees and Working Groups for 2023/24 (agenda item 6)**

**Resolved** – To appoint the following Members to Committees and Working Groups for 2023/23.

<b>Planning</b>	<b>Youth and Community Centre</b>
Cllr Blatchford	Cllr Harding
Cllr Davies	Cllr Manley
Cllr Harding	Cllr McCarthy
Cllr Manley	Cllr Thomson
Cllr Thomson	Cllr Wright
<b>Employment</b>	<b>Appeals</b>
Cllr Blatchford	Cllr Bailey
Cllr Harding	Cllr Davies
Cllr McCarthy	Cllr Thomson
Cllr Arlidge	
Cllr Thomson	
<b>Cemetery &amp; Memorials Working Group</b>	<b>Banwell Sustainability Working Group</b>
Cllr Blatchford	Cllr Arlidge
Cllr Davies	Cllr Bailey
Cllr Gibbons	Cllr Harding
Cllr Harding	Cllr Thomson
Cllr McCarthy	Cllr Wright
John Keate (co-opted)	

**The resolution was correctly proposed and seconded (unanimous)**

**078/23 To appoint members of outside bodies for 2023/24 (agenda item 7)**

**Resolved** – That members be appointed as the Parish Council's representatives on outside bodies in 2023/24 in accordance with the following schedule: -

<b>Outside Body</b>	2023/23 Representatives
ALCA North Somerset Group	Cllr Harding & Cllr McCarthy
Banwell Allotment Society	Vacancy
Banwell in Bloom	Cllr Thomson

Banwell Scouts Association	Cllr Thomson
Banwell School Community Governor	Cllr Wright
Banwell Village Hall Management Committee	Cllr Gibbons
Churchill and Langford Minibus Society	Cllr Gibbons
Parochial Church Council	Cllr McCarthy
NSC Standards Sub-Committee	Cllr Harding
Winscombe & Banwell Patient Participation Group	Cllr Gibbons
<b>Other</b>	
Defibrillator Guardians	Cllr Manley
Weekly Visual Checks of Play Areas	Cllr Harding, Cllr Gibbons & Cllr Thomson
Vehicle Activated Speed Sign	Cllr Harding & Cllr Thompson

**The resolution was correctly proposed and seconded (unanimous)**

**079/23 To receive members' declarations of interest on any agenda item (agenda item 8)**

No declarations of interest were received.

**080/23 To approve as a correct record, the minutes of the Parish Council Meeting on the 17<sup>th</sup> of April 2023 (agenda item 9)**

**Resolved** – That the minutes of the Parish Council Meeting held on the 17<sup>th</sup> of April 2023 be approved as a correct record of the meeting.

**The resolution was correctly proposed and seconded (unanimous with 1 abstention due to absence)**

The minutes of the meetings signed by the Chairman as a correct record.

**081/23 To note minutes of the Parish Assembly held on the 24<sup>th</sup> of April 2023 (agenda item 10)**

The minutes of the Parish Assembly were noted.

**082/23 To review and approve all Banwell Parish Council Committee and Working Party Terms of Reference (agenda item 11)**

**Resolved** – To approve all Banwell Parish Council Committee and Working Party Terms of Reference with the format being standardised.

**The resolution was correctly proposed and seconded (unanimous)**

**083/23 To approve the following documents (agenda item 12)**

**(i) Calendar of Meeting dates**

**Resolved** – That the Calendar of Meeting dates for 2023/2024 be approved.

**The resolution was correctly proposed and seconded (unanimous)**

**(ii) 2023/24 Banwell Action Plan**

**Resolved** – That the reviewed 2023/24 Banwell Action Plan be approved with a change of Clerk Training to Officer Training.

**The resolution was correctly proposed and seconded (unanimous)**

**(iii) Financial Regulations and associated Risk Assessment**

**Resolved** – That the financial risk assessment be approved with the removal of the reference to North Somersets responsibility to the Childrens Centre and the removal of the Village Hall from Assets (from the Risk Assessment) and with the addition of the following statement in the financial regulations' investments section – 'in accordance with the Councils Sustainability objectives, investments will only be made with ethical banks or financial institutions'.

**The resolution was correctly proposed and seconded (unanimous)**

**(iv) Standing Orders**

**Resolved** – That the Standing Orders be approved with the addition of a statement beneath the contents explain that the bold statements follow legislation.

**The resolution was correctly proposed and seconded (unanimous)**

**084/23 To review and approve all Banwell Parish Council Policy and Procedures (agenda item 13)**

**Resolved** – To approve all Banwell Parish Council Policy and Procedures with amendments to the following.

- Absence & Sickness Policy – becomes just Sickness Policy.
- Safety of Memorials to be deferred to June's meeting.

**The resolution was correctly proposed and seconded (unanimous)**

**085/23 To receive the Clerk's report/Exchange of information (agenda item 14)**

**i) £1000 grant from Winscombe Parish Council**

Thanks was given to Winscombe Parish Council for their £1000 donation to help maintain services at the Youth & Community Centre.

**ii) Young Carers Service**

The Young Carers service has approached the Parish Council to allow them to use the Youth & Community Centre for four adhoc sessions over the next 3 months to support young carers in and around the Banwell area. The sessions provide a safe space to allow young carers to have fun but also access advice and information designed to support them.

**086/23 To note the training and events available and agree any attendance (agenda item 15)**

**i) Introduction to Local Councils E-Learning Course FREE**

The training was noted.

**ii) £40 ALCA Online Essential Councillor either 22<sup>nd</sup> or 31<sup>st</sup> May 6:30pm.**

**Resolved** – To approve £40 for Cllr Arlidge to attend the ALCA Online Essential Councillor on the 22<sup>nd</sup> May.

**The resolution was correctly proposed and seconded (unanimous)**

**iii) £50 SLCC Creating Accessible Documents**

**Resolved** – To approve £50 for the Communications Officer to attend Creating Accessible Documents.

**The resolution was correctly proposed and seconded (unanimous)**

**iv) £70 SLCC +VAT SLCC Agendas and Minutes 6<sup>th</sup> & 13<sup>th</sup> June**

**Resolved** – To approve £70 for the Communications Officer to attend Agendas and Minutes.

**The resolution was correctly proposed and seconded (unanimous)**

v) **ALCA e-learning on nimble**

The training was noted.

vi) **Communications Training via ALCA**

The training was noted.

vii) **Finance Training via ALCA**

The training was noted.

viii) **Various NALC Training**

The training was noted.

ix) **'Scribe' Finance Training**

The training was noted.

**087/23 To approve the following items of expenditure (agenda item 16)**

i) **£673.98 for Annual Scribe Subscription**

**Resolved** – To agree the cost of £673.98 the Annual Scribe subscription.

**The resolution was correctly proposed and seconded (unanimous)**

ii) **£2,150.93 or £2,226.55 (increased fidelity) Insurance premium year three of a three-year contract.**

**Resolved** – To agree the cost of £2,226.55 the annual insurance premium.

**The resolution was correctly proposed and seconded (unanimous)**

iii) **£300 to sand, treat benches located outside school, Knightcott Gardens & Knightcott Motors**

**Resolved** – To agree the cost of £300 to sand, treat benches located outside school, Knightcott Gardens & Knightcott Motors.

**The resolution was correctly proposed and seconded (unanimous)**

iv) **£196.91 for hand winding wheel and spacer for the lift.**

**Resolved** – To agree the cost of £196.91 for hand winding wheel and spacer for the lift.

**The resolution was correctly proposed and seconded (unanimous)**

v) **£108 for replacement glass window.**

**Resolved** – To agree the cost of £108 for replacement glass window.

**The resolution was correctly proposed and seconded (unanimous)**

**088/23 To discuss the dates for the Community Picnic and possible summer market and agree a way forward (agenda item 17).**

**Resolved:** To agree that the Community Picnic is combined with a summer market at a date to be decided.

**The resolution was correctly proposed and seconded (unanimous)**

**089/23 To confirm that the Parish Council have no conflicts of interest with the external auditor BDO LLP (agenda item 18).**

**Resolved:** To confirm that the Parish Council have no conflicts of interest with the external auditor BDO LLP.

**The resolution was correctly proposed and seconded (unanimous)**

**090/23 To note the Internal Auditors signed section of the Annual Return for 2022/23 (agenda item 19).**

The internal auditors signed section of the Annual Return for 2022/23.

**091/23 To approve the Annual Governance Statements for 2022/23 (agenda item 20).**

**Resolved** – The Annual Governance Statements for 2022/23 were approved.

**The resolution was correctly proposed and seconded (unanimous)**

**092/23 To approve the Statement of Accounts for 2022/23 (agenda item 21).**

**Resolved** – To annual Statement of Accounts for 2022/23 were approved.

**The resolution was correctly proposed and seconded (unanimous)**

**093/23 To authorise bills for payment for May (agenda item 22)**

The Clerk tabled an updated bills for payment sheet for May.

**Resolved:** To authorise the bills for payment sheet for May of £10,611.08. Cllr Blatchford and Cllr McCarthy to authorise the BACs payments.

**The resolution was correctly proposed and seconded (unanimous)**

**094/23 To note the Parish Council's end of April's net position, bank balances and bank reconciliation (agenda item 23)**

The Parish Council's end of April's net position, bank balances and bank reconciliation were noted.

**095/23 To agree regular standing order, direct debit and BACs payments made from the Unity bank account (agenda item 24)**

**Resolved:** To agree the following regular standing order, direct debit and BACs payments made from the Unity bank account

Method	Item	Frequency
SO	Clerk basic salary	Monthly
SO	Communications Officer basic salary	Monthly
DD	Pension – NEST	Monthly
DD	E-On – electricity (streetlights)	Monthly
DD	E-On – electricity (YCC)	Monthly
DD	Mainstream telephone lines x 2 (YCC)	Monthly

DD	North Somerset – waste collection (YCC)	Monthly
DD	Multipay Card fee	Monthly
DD	Multipay Card purchases	When requested
DD	Water-2-Business (YCC)	Quarterly
DD	Cathedral Hygiene (YCC)	Quarterly
DD	Unity Trust Bank Charges	Quarterly
DD	Calor gas Standing Charge	Quarterly
DD	Calor LPG Delivery	When requested
DD	Information Commissioners Office - data protection	Annually
DD	TV Licence	Annually
VDD	Land Registry	When requested
BACS	Allotment Society	
BACS	JK Gardening (Grass Cutting etc...)	Monthly
BACS	Ambience Landscaping (Dog Bins)	Monthly
BACS	Insight Cleaning (YCC)	Monthly
BACS	YMCA Dulverton (Youth Club Provider)	Monthly
BACS	HMRC	Monthly
BACS	GB Sport & Leisure (Play area operational inspections)	Quarterly
BACS	Weston Rail Services (Street light Maintenance)	Quarterly
BACS	Webglu (website fees)	Quarterly

**The resolution was correctly proposed and seconded (unanimous)**

**096/23 To note and comment upon planning applications (agenda item 25).**

- i) **23/P/0608/CQA Agricultural Building to the North of The Poplars, West Rolstone Rd, Hewish**  
Prior approval for the conversion of agricultural barn into 1no. dwelling with operational development of insertion of new windows and doors

**Resolved:** To note this application.

**The resolution was correctly proposed and seconded (unanimous)**

- ii) **23/P/0639/FUH Wyndham West Street Banwell North Somerset BS29 6DE**  
Proposed erection of single storey front extension (approximately 4.2m x 4.0m) with an apex roof line. New replacement UPVC double glazed windows and a new composite double glazed front door.

**Resolved:** To note this application.

**The resolution was correctly proposed and seconded (unanimous)**

- iii) **23/P/0674/RM Land to South of William Daw Close Banwell North Somerset**  
Erection of 26no. dwellings pursuant to outline planning permission 18/P/3334/OUT (Outline planning application for a residential development of up to 26no. dwellings and associated infrastructure with access for approval; appearance, landscaping, layout and scale reserved for subsequent **approval**) (update to appearance approved on 20/P/1690/RM).

**Resolved:** To support this application.

**The resolution was correctly proposed and seconded (5 for and 5 against. Casting vote against)**

**Resolved:** To note this application.

**The resolution was correctly proposed and seconded (unanimous with 1 abstention)**

**097/23 Dates of the next meetings (agenda item 26)**

Monday 5th of June, 7pm Planning Committee at the Youth and Community Centre (YCC)

Monday 5th of June, TBD Youth & Community Centre Committee at the YCC

Monday 17th of June 2023, 7:30pm Meeting of the Parish Council at the YCC

The Chairman closed the meeting at 20:40

.....Chairman

.....Date

DRAFT



**Bills for Payment - 17th April to the 11th May 2023**  
**Banwell Parish Council**

Method	Payee	Details	Gross Amount	Comments	Minute agreed	Power
<b>Already Paid</b>						The Parish Council
BACS	K Gunningham	Allotment Rent	£ 1,647.88		086/22	
DD	Mainstream	Phone and Broadband (DD 14.05.23)	£ 2.01		086/22	
<b>To Pay</b>						
DD	EDF	YCC Electricity (19.05.23)	£ 136.97		YCC 17/22	
BACS	J K Gardening	Grass cutting & Village Orderly	£ 1,043.34		086/22	
BACS	J K Gardening	Environmental Fee x2	£ 40.00		Admin	
BACS	J K Gardening	Dark Lane clearance	<b>Total £1233.34</b>		44/23 (iii)	
BACS	Ambience Landscape	Dog Bin emptying	£ 571.20		086/22	
BACS	Insight Cleaning	YCC Cleaning Dec 2022	£ 192.00		086/22	
BACS	YMCA	Youth Club March	£ 540.00		086/22	
BACS	YMCA	Youth Club April	<b>Total £810</b>		086/22	
BACS	Scribe	Annual Accounting Subscription	£ 673.92		087/23 (i)	
BACS	Neil Merrick	YC Food Project & YCC paint	£ 125.96		Grant	
BACS	SLCC	Creating Accessible Documents	£ 60.00		086/23 (iii)	
BACS	SLCC	Agenda and Minutes Training	<b>Total £144</b>		086/23 (iv)	
BACS	Avon Armour	Automatic door service	£ 102.00		060/23 (i)	
BACS	Bridget Bowen	Annual Return Submission	£ 125.00		094/20	
DD	Loyds Bank PLC	Multipay charge & costs (zoom, Coronation gifts, bench slats, printer cartridges, microsoft licence).	£ 991.11		086/22	
SO	Officer Salaries	Officer Salaries (SO 26.04.23)	£ 2,786.46		086/22	
DD	Nest	Pension contributions (DD 26.04.23)	£ 233.68		086/22	
DD	North Somerset	Waste Collection (DD 01.05.23)	£ 9.50		086/22	
DD	Avanti Gas	LPG Gas	£ 156.51		086/22	
BACS	HMRC	PAYE and NI (12.05.23)	£ 669.54		086/22	
		<b>Totals</b>	<b>£10,611.08</b>			
BACS	Bank Transfer	Cemetery Account to current account for env fee vs Cem fees	£220			

The Parish Council have resolved to use the General Power of Competence as of the 20th May 2019



## Minutes of the meeting of the Planning Committee held at Banwell Youth & Community Centre, 7pm on Monday 5<sup>th</sup> June 2023.

**PRESENT:** Councillors Nick Manley (Chairman) Paul Blatchford (Vice-Chairman), Steve Davies, Paul Harding, Matthew Thomson, Tara Wright

**IN ATTENDANCE:** Mrs Liz Shayler (Clerk); David Murphy (Comms officer)

### **22/23 To elect a chairman of the planning committee:**

**Resolved** – That Cllr Manley be elected as Chairman of the Planning Committee for 2023/24

The resolution was correctly proposed and seconded (unanimous).

### **23/23 to elect a vice chairman of the planning committee:**

**Resolved** – That Cllr Blatchford be elected as Vice-Chairman of the Planning Committee for 2023/24

The resolution was correctly proposed and seconded (unanimous).

### **24/23 To receive apologies for absence (agenda item 1)**

No apologies were received.

### **25/23 To receive declarations of interest (agenda Item 2)**

A declaration of interest was declared by Cllr Manley in relation to 23/P/1073/AOC Land to the Rear of The Ship Hotel, West Street Banwell due to his property's proximity to the application.

### **26/23 To approve as a correct record the minutes of the Planning Committee Meeting held on the 6<sup>th</sup> of March 2023 (agenda item 3)**

**Resolved** – That the minutes of the Planning Committee Meeting held on the 3rd of April 2023 be approved as a correct record of the meeting.

**The resolution was correctly proposed and seconded (unanimous)**

The minutes of the meetings were signed by the Chair of the meeting as a correct record.

### **27/23 To note and comment upon planning applications (agenda item 4).**

- (i) **23/P/0704/FUL Land at Parklands Churchland Way Weston-super-Mare**  
Erection of a substation to serve dwellings consented under Outline planning application consent (planning reference 12/P/1266/OT2)

**Resolved:** Noted

**The resolution was correctly proposed and seconded (unanimous)**

- (ii) **23/P/0737/FUL Havage Barn Havage Drove Rolstone BS24 6AP**  
Retrospective application for the erection of a porch, change to approved fenestration and change of use of agricultural land to domestic curtilage. Proposed erection of single storey rear extension; installation of flue; erection of detached carport and store and installation of heating oil tank

**Resolved:** Object to this development on the basis had the retrospective application for an extension been put forward as part of the class Q application it would have been refused and the erection of a detached carport is harmful the appearance and character of the open countryside.

**The resolution was correctly proposed and seconded (unanimous)**

(iii) **23/P/0922/FUH 28 High Street Banwell BS29 6AE**

Proposed demolition of existing rear extension and side porch. Proposed erection of a single storey side extension and extension to existing outbuilding. Replacement of existing Bay Window and installation of Solar Panels on south-west elevation

**Resolved:** noted

**The resolution was correctly proposed and seconded (unanimous)**

(iv) **23/P/0973/FUL Towerbrook Farm Catworthy Lane Banwell North Somerset BS29 6PQ**

Proposed creation of an outdoor riding arena (40m x 20m) within the existing paddock to the West of the main farmhouse with 1.5m timber post and rail fencing around the perimeter.

**Resolved:** Noted

**The resolution was correctly proposed and seconded (unanimous)**

(v) **23/P/1088/FUH Wyndham West Street Banwell North Somerset BS29 6DE**

Proposal to erect a detached wooden decking area with pergola above in the rear garden.

**Resolved:** Noted

**The resolution was correctly proposed and seconded (unanimous)**

**28/23 To note the following planning applications (agenda item 5).**

(i) **23/P/0924/AOC Elmfield Whitecross Lane Banwell North Somerset BS29 6DP**

Request to discharge condition 9 (Construction Method Statement) from application no. 22/P/3009/FUL

This application was noted.

(ii) **23/P/0974/AGA Towerbrook Farm Catworthy Lane Banwell North Somerset BS29 6PQ**

Application to determine if prior approval is required for an extension on the East side of the existing livestock barn to provide additional machinery storage and storage for sufficient hay and fodder.

This application was noted.

(iii) **23/P/1073/AOC Land to the Rear of The Ship Hotel, West Street Banwell.**

Discharge of Condition number 7 (Construction Method Statement) of application 19/P/2635/FUL.

This application was noted.

**29/23 To note planning decisions – (agenda item 6)**

(i) **23/P/0317/TPO Burrington Wood, Banwell Woods, Towerhead Road**

Fell 5 Ash tree suffering die back. Dead Oak fallen on to another tree to be brought down to ground level. Six hazels stools that are overstood are proposed to be coppiced to maintain their health. Additional hazel plants are proposed to fill gaps and mitigate the future loss of the ash canopy.

**APPROVE**

(ii) **23/P/0391/FUH Homefield Wolvershill Road Banwell North Somerset BS29 6DR**

Proposed erection of a single storey side extension. **APPROVE**

(iii) **23/P/0394/AOC Stonebridge Wolvershill Road Banwell BS29 6DR**

Discharge of Condition No.5 (Tree Protection) and No.8 (Materials) on application 22/P/0896/FUH. **APPROVE**

(iv) **23/P/0411/TPO Shepton Copse , Banwell Woods, Towerhead Road**

1-7 Ash tree die back fell. General replanting is being carried out. Coppicing and layering of neglected hazel will also be undertaken to promote regeneration. **APPROVE**

(v) **23/P/0446/TRCA 12 High Street Banwell North Somerset BS29 6AE**

T1 - Birch - Remove to ground level. **WITHDRAWN**

- (vi) **23/P/0450/TPO Corner House East Street Banwell North Somerset BS29 6PD**  
T 1 & T2 - Hornbeam - lift crowns to 2mtrs **APPROVE**
- (vii) **23/P/0459/TRCA Severn Wood Within Banwell Woods, Towerhead Road, Banwell**  
Ash trees Fell 3 ash die back. **APPROVE**
- (viii) **23/P/0481/CRN Perries Hillend Banwell BS24 8PG**  
Prior Notification for the change of use of an agricultural building to storage and distribution (Use Class B8). **PN (Generally) Noted**
- (ix) **23/P/0608/CQA Agricultural Building to The North Of The Poplars West Rolstone Rd Hewish**  
Prior approval for the conversion of agricultural barn into 1no. dwelling with operational development of insertion of new windows and doors. **Prior approval - refuse (not PD)**
- (x) **23/P/0638/AOC Land To The West And North Of Cowleaze Path Banwell**  
Request to discharge condition numbers, 5, (Materials Schedule), 8 (Construction Environment Management Plan), 10 (Geoenviroenmtal Remediation Strategy (Report 7162/2), and 16 (Surface Water Drainage Layout + O&M for Surface Water Scheme. (Ref: 146879-C.01 + 146879-Doc-1-Drainage) on application 22/P/1186/FUL. **APPROVE (discharge condition) (RDC)**
- (xi) **22/P/2005/FUL Land Farm Puxton Road Hewish North Somerset BS24 6UE**  
Proposed erection of an extension to the west barn to accommodate silage. **APPROVE**
- (xii) **22/P/2018/FUL Land Off Riverside (land To North of Riverlea) Banwell**  
Retention of agricultural buildings (building No. 1 & building No. 2) for the housing of livestock. **APPROVE**
- (xiii) **22/P/2019/FUL Land Off Riverside (land To North of Riverlea) Banwell**  
The change of use of land to a mixed use for equestrian and agricultural use and the retention a stable for keeping of horses (retrospective). **APPROVE**
- (xiv) **22/P/2029/FUL Land Off Riverside (land To North of Riverlea) Banwell**  
The erection of an agricultural building to be used for the storage of hay and straw located along the southern boundary of the site. **APPROVE**
- (xv) **22/P/2069/FUL Land Farm Puxton Road Hewish North Somerset BS24 6UE**  
Demolition of a section of the East barn and replacement new build extension to accommodate silage. **APPROVE**
- (xvi) **22/P/2070/FUL Land Farm Puxton Road Hewish North Somerset BS24 6UE**  
Proposed extension to the west elevation of the West barn to form accommodation for silage. **APPROVE**
- (xvii) **22/P/2071/FUL Land Farm Puxton Road Hewish North Somerset BS24 6UE**  
Proposed 2no. bay extension to the west barn to accommodate silage. **APPROVE**
- (xviii) **22/P/2331/RM Land at Parklands, South of Churchland Way Weston-super-Mare**  
Reserved matters application for the construction of Road 6 Infrastructure following outline consent 12/P/1266/OT2 **APPROVE**
- (xix) **22/P/3009/FUL Elmfield Whitecross Lane Banwell BS29 6DP**  
Proposed demolition of existing dwelling and erection of 2 No. detached dwellings. **APPROVE**
- (xx) **22/P/3059/FUH 20 Church Street Banwell BS29 6EA**  
Retrospective application for the erection of a timber clad outbuilding. **APPROVE**

**30/23 Date of the next meeting (agenda item 7)**

Planning Meeting Monday 3<sup>rd</sup> of July 2023 7pm at Banwell Youth & Community Centre

**The Chairman closed the meeting at 19:15**

.....Chairman

.....Date



# Banwell Parish Council

## MINUTES OF A MEETING OF THE YOUTH & COMMUNITY CENTRE (YCC) COMMITTEE HELD AT THE YCC, WEST STREET, BANWELL AT 7:15pm ON MONDAY 5<sup>th</sup> June 2023

**Present:** Cllrs Paul Harding, Nick Manley (Chairman), Tara Wright and Matthew Thomson

**In attendance:** David Murphy (Comms Officer) and Cllr Steve Davies

### **10/23 To elect a Chairman of the Youth & Community Centre committee:**

**Resolved** – That Cllr Manley be elected as Chairman of the Youth and Community Centre Committee for 2023/24

The resolution was correctly proposed and seconded (unanimous).

### **11/23 To elect a Vice-Chairman of the Youth & Community Centre committee:**

**Resolved** – That Cllr McCarthy be elected as Vice-Chairman of the Youth and Community Centre Committee for 2023/24

The resolution was correctly proposed and seconded (unanimous).

### **12/23 To receive apologies for absence: (agenda Item 1)**

Apologies were received from Cllr. McCarthy

### **13/23 To receive members' declarations of interest on any agenda item (agenda Item 2).**

There were no declarations of interest received.

### **14/23 To approve, as a correct record, the minutes of the Youth & Community Centre Committee (YCC) minutes from the 3<sup>rd</sup> of April 2023 (agenda Item 3)**

**Resolved:** To approve, as a correct record, the minutes of the YCC Committee minutes from the 3<sup>rd</sup> of April 2023.

**The resolution was correctly proposed and seconded (unanimous)**

The minutes of the meeting were signed by the Chairman as a correct record.

### **15/23 To note the report from YMCA Dulverton on the current Youth Club provision (agenda Item 4)**

The report received was noted. The Committee were happy with the number of attendees.

### **16/23 To complete the YMCA Dulverton appraisal process (agenda Item 5)**

**Resolved:** The appraisal process was completed resulting in a satisfactory outcome (see attached sheet).

**The resolution was correctly proposed and seconded (unanimous)**

**17/23 To receive the Officer's report/Exchange of information: Please note that the Council is unable to make any formal decisions under this item (page 8)**

**i) Lift hand-winding lift mechanism**

Triangle Lifts are sourcing a solution for the ill-fitting part and the absence of access holes in the cowling covering the mechanism for the winding tool and to take the brake off to allow its operation.

**ii) Replacement of the broken window**

This will be completed on the 13<sup>th</sup> of June 2023

**iii) Community picnic/summer market scheduled for 1<sup>st</sup> of July.**

We have 10 market traders confirmed so far.

**18/23 To agree the cost of the Servicing of the sewerage pump connected to the dishwasher discuss the items (page 8).**

**Resolved:** That CSG be used to service the sewerage pump at a cost of £179 + VAT per annual visit.

**The resolution was correctly proposed and seconded (unanimous)**

**19/23 Date of Next Meeting (agenda item 8)**

Youth & Community Centre Committee Meeting at Banwell Youth & Community Centre on August 7<sup>th</sup> 2023.

The meeting closed at 19:40

Chairman.....

Date.....

## YMCA –REVIEW OF PERFORMANCE

Period under review 4<sup>th</sup> of January 2023 to the 3<sup>rd</sup> of April 2023.

1. Are all contracted sessions being held? **Yes** / No where possible  
Comments...
2. Are the numbers attending increasing? Yes / **No** / NA  
Comments: Although numbers have dropped, this is due to GCSE revision and exams pulling some of the older children away.
3. Is a comprehensive range of activities being organized? **Yes** / No / NA  
Comments... Yes they have a varied youth led programme
4. Are YMCA demonstrating a degree of flexibility in the activities provided to meet users' needs (e.g. weekend or holiday activities)? **Yes** / No  
Comments...
5. YMCA arranging activities outside of the village? Yes / **No** / NA  
Comments – No trips planned currently.
6. Are YMCA seeking other sources of funding for Youth Club activities? Yes / No / NA  
Comments – N/A.
7. Is any feedback from users/parents positive? **Yes** / No  
Comments – Very positive feedback received in relation to food sessions.
8. Have any complaints been received about the service? Yes / **No**  
Comments...
9. Have there been any behavioural issues at the Youth Club including damage? Yes / **No** / NA  
Comments...
10. Have any unannounced visits been made by Committee members since the review? Yes/**No**  
Comments – last visit undertaken in July.
11. Any other comments
12. Conclusion – **Satisfactory** / Unsatisfactory
13. Action points for YMCA
  - To ensure a list of activities / Comms is being send to the Comms Officer when agreed by young people.
  - To ensure that Tuck and Sub is being banked at least every half term.
14. Action points for Youth Club Management Committee.

**To receive the Officer report/Exchange of information:**

Riverside play area. For the last two weeks there have been loos bolts on the see saw. Whilst GB Sport and Cllr Harding have tightened then weekly, they still seem to be coming loose. As such this has now been escalated and we are awaiting a response.

**To agree the following expenditure.**

- i) £270 for the annual tree survey by Atworth Arboriculture. Current contractor. Next year we will need to look at cost comparison.
- ii) £180 for a legionella risk assessment by 'Valens Water'. Dee (an SLCC Trainer) will do an initial assessment which we will then be able to use each year.
- iii) Approximately £100 to remove and £500 to replace the fence at the front of the YCC. You will remember that the fence posts at the front of the YCC are rotten. The cost to replace this is approximately £1000 (waiting to see if they are happy to honour the quote from December). It will be replaced with a new v-mesh fence approximately 9 metres long. In 2 sections – 5.5m being 1.8 meters high and 3.5m being 1.2 meters high. Using galvanised and powder coated green posts, with galvanised and powder coated green mesh. North Somerset have agreed a contribution of £500 for the replacement fence. The Village Orderly has agreed to remove the fencing for £100.

**To agree the following works to the play equipment at the Recreation Ground.**

- i) **£12260 to replace the MUGA panel.**  
To replace 1 is £1122.60  
To replace 2 is £1880.40 (an additional £757.80 for panel with no additional labour).
- ii) **£344.60 to carry out maintenance recorded on the last operational inspection.**  
This includes:

Qty	Code	Description	Price Each	Line Total	Line VAT
2.00	TUS-SPARES	The Binoculars on the toddler slide Dizzy disc bearing 6003 2RS - supply and deliver	18.34	36.68	7.34
6.00	SP-05-030	The Springy M8 U Bolts for Pendulum Seats	2.70	16.20	3.24
3.00	SP-01-019A	The Junior Swing Bumper Seat U Bolts - 8mm - set of 2 - requires 4 nuts & 4 washers	34.00	102.00	20.40
1.00	LIH-CL	To change the seat u bolts, shorten the swing chains and replace the binocular bearings	186.00	186.00	37.20
12.00	SP-03-093A	For the U bolts (springy) M8 Washer	0.06	0.72	0.14
12.00	SP-31-008	M8 Dome Nut - Single	0.25	3.00	0.60

**To note the overcharging of the last article in the Parish News and agree a way forward.**

The quote I originally received from the editor was £25 per page which for 3.125 pages is £78.13. However, we received an invoice for £102 which I queried. The response I received from the treasurer was.

*The charge rates per page have not increased however there remains the dilemma as to whether the Parish Council is a Charity/ Community Club or a Commercial Operation when it has the powers to raise the funding it needs from the ratepayers rather than relying on voluntary donations and staff. In a post COVID age with the decline in new younger volunteers the Parish News is struggling to continue its operations both in terms of human resources and funding. In view of this it seems fair to charge the Parish Council on a part commercial and part charity basis thus the commercial charge for two of its pages (at a discount of 25% on the commercial page rate) and the remainder of pages at charity/club rates of 50% discount.*

*With the reduced page issues of 24 pages due to the decline in community event activity and the printing cost of £684 per month that works out at £28.50 per page OR for your 3.125 pages £89.06 leaving a margin of only £13 on your invoice of £102 to fund the other costs and uncharged editorial content. Surely the Councillors of the Parish of*



*Banwell do not expect to be subsidised by a voluntary community operation. For the record most of the volunteers (including the Editor and Adman) do not claim any personal expenses.*

I responded to this as clearly there had been an increase from £25 to £28.50 and I also had no reasoning as to why and what is included in the additional editorial charge of £13. Whilst the editor has apologised profusely then the treasurer has yet to respond.

**To consider moving from Cathedral Hygiene to Initial Hygiene.**

Currently we are paying £129.99 per quarter for Cathedral Hygiene which includes 3 sanitary units and 1 nappy unit. We have 5 quarters left which is a cost of £649.95. If we cancel the contract early the cancellation fee is 75% of the cost. In this case it will be £487.46.

An annual contract with Initial for the same number of units is £88.66. The significantly reduced rate is because Initial are registered with ESPO (a procurement service for the public sector).

Even with payment of the cancellation fee this would be a saving for this financial year of £73.83.

Also, currently we have nothing in the unisex toilets (previously there was no space). To add a unit (this would also take male incontinence pads) with Initial would be an annual cost of £28.21 but would be a renegotiation with Cathedral Hygiene.

Even with the increased cost of an additional unit next year we would have a minimum saving of £409.09.

**Recommendation:** To cancel the contract with Cathedral Hygiene and pay the early cancellation fee. To agree a contract with Initial to include 3 x sanitary units, 1 x nappy unit and an additional male incontinence unit all serviced monthly for an annual cost of £116.87.

# Banwell Parish Council Questionnaire

Banwell Parish Council wants to understand more about how it is communicating and engaging with local residents and the events facilities and services we currently offer. The data collected will be used to improve communication and the events and activities we provide. It only takes a few minutes, and we will share the results with you once completed.

This survey does NOT require you to supply your name or contact details. We will collect some personal information about you such as your age and gender.

The survey closes on Friday 30th June 2023. Got a question? Want to comment? Please email David, Communication and Marketing Officer, [comms@banwellparishcouncil.org.uk](mailto:comms@banwellparishcouncil.org.uk)

\* Indicates required question

## 1. SECTION 1: ABOUT YOU AND HOW WE COMMUNICATE

Ages of people in your home, please indicate the number in the following age bands:

Mark only one oval per row.

	1	2	3	4+
<b>Ages 0 - 11</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Ages 12 - 18</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Ages 19 - 24</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Ages 25 - 44</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Ages 45 - 69</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Ages 70+</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

## 2. How long have you lived in Banwell? \*

Mark only one oval.

- 0 - 4 years
- 5 - 15 years
- 16+ years

## 3. How do you normally get / like to get information about the Parish Council? \* (Select all that apply)

Mark only one oval per row.

	Get	Like to get
<b>Printed material</b>	<input type="radio"/>	<input type="radio"/>
<b>Word of mouth</b>	<input type="radio"/>	<input type="radio"/>
<b>Parish News</b>	<input type="radio"/>	<input type="radio"/>
<b>Parish Council website</b>	<input type="radio"/>	<input type="radio"/>
<b>Social media</b>	<input type="radio"/>	<input type="radio"/>
<b>Noticeboards</b>	<input type="radio"/>	<input type="radio"/>
<b>I am not interested in this</b>	<input type="radio"/>	<input type="radio"/>

4. Overall, how well informed do you think the Parish Council keeps residents about the services, facilities and benefits it provides? \*

Mark only one oval.

- Very well informed  
 Fairly well informed  
 Not very well informed  
 Not well informed at all  
 Don't know

5. If you've answered 'Not very well informed/Not well informed at all', please explain why you think the Parish Council doesn't keep residents well informed.

\_\_\_\_\_

6. How do you think the Parish Council can enhance community engagement and communication? \*

Tick all that apply.

- Improved social media presence  
 Community newsletters or publications  
 Online forums or discussion boards  
 Focus groups  
 Other: \_\_\_\_\_

**SECTION 2: ABOUT THE EVENTS ORGANISED BY BANWELL PARISH COUNCIL**

Banwell Parish Council organises various local events and activities throughout the year.

7. Please indicate how likely you would be to take part attend or volunteer at the following.

Mark only one oval per row.

	Likely	Not Sure	Unlikely	Volunteer
<b>Spring / Summer Clean</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Community Picnic</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Window Wander Trail</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Christmas Market</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Information Cafe</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Defibrillator Training</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Citizens Advice at YCC</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Tea and Tech</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>You Can Do I.T.</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Public Living Room</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Walking Buddies</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Youth Club</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Speedwatch</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

8. If you have attended any of the events /services above we would welcome any feedback.

\_\_\_\_\_

9. If you do not attend / volunteer at any of the events / activities above, why? (Select all that apply)

*Tick all that apply.*

- Lack of time
- Lack of transport
- Didn't know about them
- Wasn't interested
- Other: \_\_\_\_\_

10. What other events / activities would interest you?

\_\_\_\_\_

#### SECTION 4: ABOUT HOW BANWELL PARISH COUNCIL CAN IMPROVE

11. How often do you or anyone in your household use each of these facilities? \*  
Please tick one box for each place.

*Mark only one oval per row.*

	Frequently	Occasionally	Never
<b>Youth &amp; Community Centre</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>The Recreation Ground</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Riverside play area</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Cemetery</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

12. Can you think of any ways we could improve the facilities above e.g. make them more sustainable, hold more events etc...

\_\_\_\_\_

#### THANK YOU

*Information collected from this survey will be used to understand more about how the Parish Council communicate and engage with local residents and the events facilities and services we currently offer. The data collected will be used to improve communication and the events and activities we provide.*

*Your answers will be stored by Banwell Parish Council for up to 3 years and will then be deleted from our records. The result of this survey will only be published as anonymized data, such as graphs and percentages.*

*Your data will be processed in accordance with Banwell Parish Council's Data Protection Policy, which can be found on our website or on this link [privacy-and-cookie-policy/](#). We respect your privacy, and therefore will never sell or share this data with any third parties. If you have any questions or change your mind, contact the Parish Clerk*

*[clerk@banwellparishcouncil.org.uk](mailto:clerk@banwellparishcouncil.org.uk).*

*Got a question? Want to comment? Please email David, Community Engagement Officer: [comms@banwellparishcouncil.org.uk](mailto:comms@banwellparishcouncil.org.uk)*

This content is neither created nor endorsed by Google.



**BANWELL PARISH COUNCIL - GRANT APPLICATION FORM**

Name of organisation	Great Western Air Ambulance Charity (GWAAC)
Name on bank account / We prefer to pay by BACS so please include your details	Name: Great Western Air Ambulance Charity REDACTED
Registered Charity/Charity Number	Yes / 1121300
Contact name and position with the group	Isabella Lewis, Supporter Engagement Assistant
Contact name's home address	GWAAC, 3 <sup>rd</sup> Floor, County Gates, Ashton Road, BS3 2JH
Contact name's telephone number and email address.	REDACTED
Purpose for which the grant would be used and who will benefit from it (in particular in reference to Banwell residents).	<p>As you probably know, GWAAC is the local air ambulance for roughly 2.1 million people across North Somerset, B&amp;NES, Gloucestershire, South Gloucestershire, Bristol, and parts of Wiltshire, and yet we do not receive any day-to-day government funding to cover the £4 million in yearly running costs. Instead, we must rely on our wonderful community of local supporters to fund our life saving work.</p> <p>This work is more than hospital transport. Our crew arrive at every incident equipped with advanced prehospital medical knowledge and kit, ready to assess and treat patients at the scene, before then transporting them to the hospital best suited to their critical care needs.</p> <p>For example, Former Patient, Dick Barry, was found at the wheel of his van having crashed into the wall of house next to his doctor's surgery, he had suffered a Cardiac Arrest.</p> <p>After landing on the North Somerset Coast, Dr Leon and SPCC Mike reached Dick at 09:31, he was unconscious, but his heart had been restarted by bystander intervention, and he was breathing (although his breathing was very irregular.). Dr Leon said: "SPCC Mike and I decided to put Dick to sleep on the road; we put the breathing tube down and intubated him and got him smoothly to the hospital — the Bristol Royal Infirmary — where he went straight up to the heart laboratory." After 8 days in hospital, 6 months of rehab and a lot of walking in his local woods, Dick was back on his feet.</p> <p>Dick was an active member of the Weston community; he had served as a police officer for 30 years only to go on running local events with North Somerset Council for 15 years. In his own words: "When I had my cardiac arrest, I had one grandchild. It's pretty amazing to be standing here now and to have met 5 more of them."</p> <p>Dick's story exemplifies how GWAAC's impact should not be reduced to statistics alone, each patient our crew attends is someone's friend, partner, or relative, and a member of your community; every patient's outcome affects all these lives and relationships. Any specific number given as to "how many" would benefit from BPC funding, would be an estimation at best.</p> <p>Moreover, anyone in Banwell, anywhere in Banwell, at any time in Banwell, could end up needing the help of their local air ambulance. Banwell Parish Council and GWAAC have a shared responsibility for the health and wellbeing</p>

	of Banwell's residents, and so any amount awarded to GWAAC, would act as a recognition of this partnership.
Describe the evidence you have obtained that shows a need for the grant.	<p>GWAAC have consistently been called out to critical, both medical and trauma, incidents in Banwell specifically and North Somerset more broadly. In 2022, our crew were called to North Somerset 212 times, and to Banwell 3 times. In 2023, so far, our crew has already been to North Somerset 104 times, and to Banwell 4 times. As we are not even half way through the year yet, it is probable the number of callouts to Banwell in 2023 will only increase.</p> <p>This year, over a quarter of GWAAC's callouts to North Somerset have been Cardiac Arrests, and in May 2023 our Critical Care Crew attended a Cardiac Arrest in Banwell. Former Patient's stories, such as Dick's, encapsulate how funding GWAAC's life saving mission, because our Advanced Critical Care Team can administer specialist treatment at the scene.</p> <p>We also have visual evidence of GWAAC working for the people of Banwell. See below photographs taken of your local air ambulance landing on the grounds of Banwell Abbey.</p>
Grant amount being requested including a breakdown of costs.	Each mission costs around £2,000, which covers equipment, drugs, our clinical team fuel, costs, premises costs, and other support costs. We are requesting an award of £1,000 toward the cost of one mission.
Number of members in the Group	n/a
Total spent by the group in the year.	£4 million (See impact report attached and our most recent audited set of accounts attached).
Total received by the group in the year	£4 million (See impact report attached and our most recent audited set of accounts attached).
Who has also been approached for funding for this project.	In 2022 and 2023, we have been awarded funding by various neighbouring town and parish councils in North
	<p>Somerset and B&amp;NES in support of GWAAC's life saving mission in their communities. For example:</p> <ul style="list-style-type: none"> <li>• Long Ashton Parish Council: £1,000</li> <li>• Paulton Parish Council: £1,100</li> <li>• Backwell Parish Council: £2,000</li> </ul> <p>A comprehensive list of funding awarded by the Parish &amp; Town Council's in all the regions we serve is provided in our impact report:  <a href="https://issuu.com/gwaac/docs/gwaac_2022_impact_rep_ort_web">https://issuu.com/gwaac/docs/gwaac_2022_impact_rep_ort_web</a></p>
<p>Main income sources – please itemise</p> <p>(A summary statement of accounts (e.g. receipts and payments plus the bank balance) should be attached. It is preferable, but not essential, if the accounts have been audited).</p>	<p>Our dedicated fundraising team work hard to ensure that our crew can keep helping people in Banwell. In recent years local businesses and organisations in your area have recognised the vital role of GWAAC in their community and have generously given their time to fundraise and/ or spread the word for our mission, Such as Banwell WI; The Men's Breakfast @ Banwell Village Hall; and in April 2023 GWAAC attended Banwell Charity's Day, whereby our representatives had a wonderful time making connections with the Banwell community.</p> <p>We also receive funding from legacies, trusts, and from corporates. A breakdown of the funding that we receive, including from town and parish councils and funding from legacies, trusts, and grants, can be found in our most recent impact report:  <a href="https://issuu.com/gwaac/docs/gwaac_2022_impact_rep_ort_web">https://issuu.com/gwaac/docs/gwaac_2022_impact_rep_ort_web</a></p>
Current bank balance (please state date)	GWAAC's most recent bank statement is for the period of the 1 <sup>st</sup> of April 2023 to the 1 <sup>st</sup> of May 2023, with the closing balance of £369,807.

Special/other considerations	n/a
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I declare that to the best of my knowledge the statement made in this application form, including any accompanying sheets, are true.

Signature.....REDACTED..... Date: 26/05/2023  
 (Electronic submissions can use electronic signatures)

This form should be submitted to the Parish Council either by email: [clerk@banwellparishcouncil.org.uk](mailto:clerk@banwellparishcouncil.org.uk) or to the Parish Office, Banwell Youth & Community Centre, West Street Banwell. BS29 6DB.

**GWACC Helicopter Landing at Banwell Abbey in 2018**



Secretary of State

**RE: Banwell bypass - CPO inquiry**

I am writing this on behalf of Banwell Parish Council to offer our support to the Banwell Bypass Scheme.

Banwell has for many years experienced increasing levels of congestion and the need for a bypass has been talked about for almost 100 years.

The Bypass will improve the health and wellbeing of its residents in a variety of ways.

Firstly, by removing the vehicles that currently get stuck throughout the village, engines running, especially outside our school, polluting the air which we understand has resulted in an increase in asthma cases.

Secondly by removing those larger vehicles that are frequently driven onto the pavements in an order to pass each other, endangering pedestrians, and damaging buildings. We have had numerous reports of pedestrians being struck simply walking on our narrow pavement and many near misses which have been reported particularly on the zebra crossing by the school.

The planned increase of active travel routes will encourage villagers to walk, run, cycle and ride.

From the beginning of this Project, we have worked with North Somerset Council and the Bypass Team in order to get the best possible result for the village. We have engaged fully with the consultations and even though we still have some concerns, over potential outcomes, we feel we have been listened too.

We always knew that a Bypass would eventually precipitate housing, probably to the north of the village, given the physical constraints of North Somerset. However, we also knew that this housing was likely to come even if there was no Bypass. We did not want to see unplanned development exacerbate our current congestion chaos, therefore we welcomed the bypass from the outset.

Throughout this process we have been aware of local opposition to the development but for the most part this did not come from within our village. Where it did, residents were unsure about elements of the scheme but not to the Bypass as a whole.

Therefore, on behalf of the Parish Council and our parishioner's, I can confidently give our full support to this Application.



## To consider the appointment of an internal auditor for the financial year 2023/2024 and beyond

### STANDARD INTERNAL AUDIT

#### Scope of work

- to check that appropriate accounting records have been kept properly throughout the year
- a review of the Council's system of accounting and internal control for all sources of income and expenditure
- a test check of expenditure vouchers to the financial ledgers
- a test check on VAT reimbursement claims
- a review of Committee and Council minutes to ensure decisions are properly approved in accordance with the Council's Financial Regulations
- a review of risk assessment procedures
- a review of insurance cover arrangements
- a test check on budget information
- a review of the Council's reserves policy
- a test check of income recorded on bank paying in books, credits to the financial ledger and source documentation
- a review of staffing and payroll documentation
- a review of the asset and investments registers
- test check on the periodic and year-end reconciliation of bank accounts and investments
- a review of any accounting statements prepared during the year
- a review of the Council's compliance with the Transparency Code
- a review of the Council's responsibilities as a trustee
- a review of the year end information to be submitted to the external auditor
- a check on the Council's compliance with the publication requirements for the AGAR

Site visits will be undertaken twice a year.

Matters arising and recommendations will be discussed with the Responsible Financial Officer and a written report will be issued after each internal audit visit.

**Auditing Solutions** – Will only give a price for one year between £500 and £750 for this financial year. Although I have been told the first one will be nearer £750 as they get to know the accounts.

**Bridget Bowen** (current auditor) – Year 1 – £555 Year 2 – £595 Year 3 - £635 (Just for this year £565) then we will need to get a quote for the following year.

**IAC Audit & Consultancy Ltd** - Unfortunately, due to staff shortages, they are unable to consider taking on any additional clients currently.

**Town and Parish Audit** – £700 a year

**Recommendation:** That the Parish Council contract Bridget Bowen for another 3 years.

**Bills for Payment - 12th May to the 14th June 2023**  
**Banwell Parish Council**

Method	Payee	Details	Gross Amount	Comments	Minute agreed	Power
<b>Already Paid</b>						The Parish Council
BACS	Npower	Streetlight Power (31.05.23)	£ 11.84	Final Payment	095/23	
DD	Calor	LPG Gas (30.05.23)	£ 15.45	Final Payment DD Canceled	095/23	
DD	Mainstream	Phone and Broadband (DD 14.06.23)	£ 3.99		095/23	
<b>To Pay</b>						
DD	EDF	YCC Electricity (19.05.23)	£ 101.96	Final Payment	095/23	
BACS	J K Gardening	Grass cutting & Village Orderly contract	£ 1,043.34		095/23	
BACS	Ambience Landscape	Dog Bin emptying	£ 629.20	New price for year	095/23	
BACS	Insight Cleaning	YCC Cleaning Dec 2022	£ 192.00		095/23	
BACS	YMCA	Youth Club	£ 540.00	Awaiting invoice	095/23	
BACS	ALCA	Councillor Training	£ 40.00		086/23 (ii)	
BACS	Neil Merrick	YC Food Project & YCC paint	£ 33.70		Grant	
BACS	Webglu	Quarterly Managed web service	£ 232.80		095/23	
BACS	Banwell Parish News	3.125 pages of Parish Council update in Parish News	£ 102.00	overcharged	Agenda item	
BACS	Complete Weed Control	Spring Spray	£ 534.00		022/23 (iii)	
BACS	GB Sport	Swings on Riverside	£ 1,649.52		192/22 (v)	
BACS	Gallagher	Annual insurance	£ 2,226.55		087/23 (ii)	
BACS	Audio Visual Direct	Call out fee for Camera	£ 153.00		Admin	
DD	Loyds Bank PLC	Multipay charge & costs (zoom, microsoft licence, tuck).	£ 391.11	Awaiting invoice	095/23	
SO	Officer Salaries	Officer Salaries	£ 2,786.46		095/23	
DD	Nest	Pension contributions	£ 233.68		095/23	
DD	North Somerset	YCC Waste Collection	£ 9.50		095/23	
BACS	HMRC	PAYE and NI	£ 669.54		095/23	
		<b>Totals</b>	<b>£ 11,599.64</b>			
BACS	Bank Transfer	Natwest Cemetery Account to new account	£ 85,000.00			

The Parish Council have resolved to use the General Power of Competence as of the 15th May 2023

**Banwell Parish Council**  
**Net Position by Cost Centre and Code**

**Cost Centre Name****Cemetery & Memorials**

<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
			<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
101	Cem Grass Cutting				1,950.00	325.00	1,625.00
102	Cem paths / trees / garder				300.00		300.00
103	Cem making up graves				200.00		200.00
104	Cemetery / Memorial Main				5,000.00		5,000.00
105	Env Fee				2,045.00	120.00	1,925.00
106	Cemetery software				450.00		450.00
					<b>9,945.00</b>	<b>£445.00</b>	<b>9,500.00</b>

**Cemetery Income**

<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
			<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
110	Cemetery Income			1,088.10			1,088.10
111	Cemetery Bank interest			75.26			75.26
					<b>£1,163.36</b>		<b>1,163.36</b>

**Clerk & Administration**

<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
			<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
201	Salary & NI				37,400.00	6,872.99	30,527.01
202	Clerk pension				800.00	512.11	287.89
203	Advertising				500.00		500.00
204	Insurance				2,100.00		2,100.00
205	Subscriptions inc ALCA &				2,300.00	1,840.52	459.48
206	Audit Fee				950.00	500.00	450.00
207	Legal Costs				600.00		600.00
208	Training Officers				650.00	300.00	350.00
209	Training Councillor				400.00		400.00
210	Grants & Donations				5,000.00		5,000.00
211	Chairmans Allowance				300.00	250.31	49.69
213	Bank Charges				200.00	6.00	194.00
215	Risk Assessments				150.00		150.00
					<b>51,350.00</b>	<b>£10,281.93</b>	<b>41,068.07</b>

**Earmarked Reserves**

<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>	
			<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	
214	Food bank			200.00		192.35	7.65	
218	Jubilee & Coronation				500.00		500.00	
504	CIL					1,249.00	-1,249.00	
809	Social Prescribing Commu							
815	Refreshments			0.01			0.01	
					<b>£200.01</b>	<b>500.00</b>	<b>£1,441.35</b>	<b>-741.34</b>

**Environment**

<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>		
			<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>		
301	Allotment		1,647.88	1,647.88	1,647.88	1,647.88			
302	Env Grass Cutting				2,045.00	241.29	1,803.71		
303	Env Hedge / Fence / Tree				300.00		300.00		
304	Village Orderly		435.81		4,710.00	785.00	3,489.19		
305	Dog Bins				6,568.00	1,102.00	5,466.00		
306	Env Maintenance / Inspec				2,000.00	33.00	1,967.00		
307	Env Projects				3,000.00	363.87	2,636.13		
308	Env Grant		7,149.00				-7,149.00		
309	Riverside Project				48,280.52	40,233.76	8,046.76		
					<b>9,232.69</b>	<b>£1,647.88</b>	<b>68,551.40</b>	<b>£44,406.80</b>	<b>16,559.79</b>

**Highways**

<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
			<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
401	Street light power				4,000.00	466.05	3,533.95

Current Balance = Balance B/Fwd - (Receipt Budget - Actual Receipt) + (Payment Budget - Actual Payments)

**Banwell Parish Council**  
**Net Position by Cost Centre and Code**

**Cost Centre Name**

402 Street light maintenance	3,500.00	3,500.00
403 Street light upgrade	1,400.00	1,400.00
404 Highways related projects	3,000.00	3,000.00
	<b>11,900.00</b>	<b>£466.05</b>
		<b>11,433.95</b>

**Income**

<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
			<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
501	Misc Income		100.00	78.53			-21.47
502	Annual Precept		122,646.03	61,323.01			-61,323.02
503	VAT						
			<b>122,746.03</b>	<b>£61,401.54</b>			<b>-61,344.49</b>

**Recreation Ground**

<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
			<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
601	Rec Grass Cutting				2,250.00	329.25	1,920.75
602	Rec Maintenance				2,000.00	845.00	1,155.00
603	Rec Tree & Fence Work				300.00		300.00
604	Rec Inspections				400.00	67.00	333.00
605	Rec Play Equipment & Be				2,512.80		2,512.80
					<b>7,462.80</b>	<b>£1,241.25</b>	<b>6,221.55</b>

**Youth & Community Centre**

<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
			<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
701	YCC upgrade				25,000.00		25,000.00
702	YCC repairs & maintenanc				3,000.00	477.82	2,522.18
703	YCC CCTV				200.00		200.00
704	YCC Electricity				2,000.00	229.80	1,770.20
705	YCC Gas				2,000.00	383.01	1,616.99
706	YCC water				600.00		600.00
707	YCC waste			114.00	620.00	148.99	585.01
708	YCC cleaning & supplies				2,700.00	420.66	2,279.34
709	Office Equipment inc Web				2,500.00	353.83	2,146.17
710	YCC phone & wifi				1,000.00	116.74	883.26
711	YCC Grass cutting				1,125.00	164.63	960.37
712	YCC hedge, fence & tree \				500.00		500.00
713	YCC grants & donations		1,000.00	1,000.00			
714	YCC income		500.00	220.00			-280.00
715	YCC Booking software				350.00		350.00
			<b>1,500.00</b>	<b>£1,334.00</b>	<b>41,595.00</b>	<b>£2,295.48</b>	<b>39,133.52</b>

**Youth Club**

<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
			<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
801	YC sessions				9,000.00	810.00	8,190.00
802	YC budget				400.00	143.04	256.96
803	YC extraordinary activities				2,000.00		2,000.00
804	YC Printer						
805	YC subscriptions		550.00	100.00			-450.00
806	Tuck Shop		100.00	186.20	100.00	98.04	88.16
807	Youth Forum				200.00		200.00
			<b>650.00</b>	<b>£286.20</b>	<b>11,700.00</b>	<b>£1,051.08</b>	<b>10,285.12</b>

**NET TOTAL**

	<b>134,128.72</b>	<b>£66,032.99</b>	<b>203,004.20</b>	<b>£61,628.94</b>	<b>73,279.53</b>
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## Banwell Parish Council

Prepared by: \_\_\_\_\_  
*Name and Role (Clerk/RFO etc)*

Date: \_\_\_\_\_

Approved by: \_\_\_\_\_  
*Name and Role (RFO/Chair of Finance etc)*

Date: \_\_\_\_\_

	<b>Bank Reconciliation at 31/05/2023</b>		
	Cash in Hand 01/04/2023		235,064.81
	<b>ADD</b>		
	Receipts 01/04/2023 - 31/05/2023		73,213.13
			<b>308,277.94</b>
	<b>SUBTRACT</b>		
	Payments 01/04/2023 - 31/05/2023		70,930.22
<b>A</b>	<b>Cash in Hand 31/05/2023</b> (per Cash Book)		<b>237,347.72</b>
	Cash in hand per Bank Statements		
	Petty Cash	31/05/2023	0.00
	Lloyds Credit Card	31/05/2023	0.00
	Unity Trust Bank (20398572)	31/05/2023	87,068.94
	PC Reserve Saver account (81413)	31/05/2023	44,880.79
	Cemetery Reserve Account (59678)	31/05/2023	12,098.00
	Natwest Current account (5335765)	31/05/2023	93,299.99
			<b>237,347.72</b>
	Less unrepresented payments		
			237,347.72
	Plus unrepresented receipts		
<b>B</b>	<b>Adjusted Bank Balance</b>		<b>237,347.72</b>
	<b>A = B Checks out OK</b>		