

General Power of Competence

Council is recommended to adopt the General Power of Competence since the Council is eligible to do so

1. Purpose of Report

For Council to reconfirm that it meets the eligibility criteria for the General Power of Competence and resolves to adopt the power.

2. Background

Parish Councils are corporate bodies and traditionally have only been able to carry out their roles, duties and functions through legislative powers accumulated since 1894. These powers were always constrained to specific and appropriate legislation. Recognising the potential limiting effect this might have on local Councils, the Localism Act 2011 provided local councils with a general power of competence, a new power with wide ranging possibilities. The general power of competence was brought into force by SI (1) 961, The Localism Act 2011 (Consequential Amendments) Order 2012.

3. What does the Power allow Councils to do?

The General Power of Competence enables eligible local council to take an enhanced role and allows them to do things they had previously been unable to do. It is designed to give local authorities greater freedom to carry out the functions that are required locally. It gives eligible local councils, “the power to do anything that individuals generally may do¹” as long as they do not break other laws. It is intended to be a power of first, not last, resort. The Council has to ask itself if an individual is allowed to do it, if the answer is yes then a council is normally permitted to act in the same way.

4. Risks and Restrictions Limiting the General Power of Competence

- Existing duties remain in place, such as having regard to the likely effect on crime and disorder², biodiversity and the duty to provide allotments.
- Existing financial and procedural duties remain in place for regulating governance for example - no delegation to a single councillor.
- Councils must continue to comply with relevant existing legislation - employment law, Health and Safety legislation, equality legislation and duties related to data protection and freedom of information.
- If another authority has a statutory duty to provide a service (e.g. education) it remains their duty to provide it but the Parish Council may assist. The Council needs to ask itself whether an individual, private company or community trust could help, if the answer is yes, then the Council can assist. An appropriate delivery body may need to be set up to do so.
- If the action the Council wishes to take is also covered by a specific power then any restrictions that apply to the overlapping power remain in place. So, if existing legislation requires the Council to seek permission before acting, then it must do so. For example, the council asks permission of the Highways Authority before doing work on roadside verges.

¹ Localism Act 2011 s1(1)

² Crime and Disorder Act 1998 s17

5. How does the General Power of Competence relate to Sec 137 expenditure?

Monies that can be spent under Sec 137, Local Government Act 1972 are limited and have to be budgeted for separately, they are restricted in that they cannot be used to give money to individuals and expenditure must be commensurate with the benefit. A council that is eligible to use the General Power of Competence can no longer use Sec 137 as a power for taking action for the benefit of the area or its community except Sec 137 (3) which permits the council to contribute to UK charities, public sector funds and public appeals remains in place.

6. How to become Eligible³ to use the Power of General Competence

The conditions for eligibility are set out in the Statutory Instrument, Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012.

For a local council to become eligible it must confirm at a full council meeting (or at the Annual Council Meeting after an election) that:

- A qualified Clerk⁴
- Two-thirds of the Council has stood for election.

The Council meets both of these criteria.

7. Recommendation:

That the Parish Council resolves that it meets the eligibility criteria to exercise the General Power of Competence as defined in the Parish Council (General Power of Competence) (Prescribed Conditions) Order 2012 and therefore adopt the power for the coming term of office of the Council.

³ Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012 SI 965

⁴ Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012 order 2b set the qualifications needed at the time of passing the resolution to confirm eligibility.

Committee Members 2023/24

Members already filled in are those from 2022/23

If you have been unable to attend committee meetings in the past year, then please consider carefully whether you would like to continue on that committee.

Planning 1st Monday of the month	Youth and Community Centre 1st Monday of the month
Cllr Blatchford	Cllr Harding
Cllr Davies	Cllr Manley
Cllr Harding	Cllr McCarthy
Cllr Manley	Cllr Thomson
Cllr Thomson	Cllr Wright
Employment 1st Monday March & September	Appeals When needed
Cllr Blatchford	Cllr Adams
Cllr Harding	Cllr Davies
Cllr McCarthy	Cllr Thomson
Cllr Gibbons	
Cemetery & Memorials Working Group	Banwell Sustainability Working Group
Cllr Blatchford	Cllr Bailey
Cllr Harding	Cllr Harding
Cllr Davies	Cllr Thomson
Cllr McCarthy	Cllr Wright
John Keate (co-opted)	

The Chairman and Vice Chairman of the Parish Council are able to attend any committee & working party as ex-officio with voting rights.

To appoint members of outside bodies for 2023/2024

Outside Body	Members below are those from 2022/23
ALCA North Somerset Group	Cllr Harding & Cllr McCarthy
Banwell Allotment Society	Vacancy
Banwell in Bloom	Cllr Thomson
Banwell Scouts & Guides Association	Vacancy
Banwell School Community Governor	Cllr Wright (proposed)
Banwell Village Hall Management Committee	Vacancy & Cllr Gibbons
Churchill and Langford Minibus Society	Vacancy
Parochial Church Council	Cllr McCarthy
NSC Standards Sub-Committee	Cllr Harding
Winscombe & Banwell Patient Participation Group	Cllr Gibbons
Other	
Defibrillator Guardians	Cllr Manley
Weekly Visual Checks of Play Areas	Cllr Harding, Cllr Gibbons & Cllr Thomson
Vehicle Activated Speed Sign	Cllr Harding & Cllr Thompson



MINUTES OF THE PARISH COUNCIL MEETING HELD IN BANWELL YOUTH & COMMUNITY CENTRE AT 7:30pm ON MONDAY 17th APRIL 2023

PRESENT: Councillors: Paul Blatchford (Chairman), Phil Adams, Mike Bailey, Steve Davies, Kevin Gibbons, Paul Harding, Nick Manley, Maggie McCarthy, Matthew Thomson and Tara Wright.

IN ATTENDANCE: Mrs Liz Shayler (Clerk)
WARD COUNCILLOR: Cllr Haverson
MEMBERS OF THE PUBLIC: None

Cllr Blatchford welcomed everybody.

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

i) Members of the public

No members of the public were present.

ii) Community Beat Manager's report

The following report was received for the period 18/03/2023 to 17/04/2023.

Incidents reported = 42 with the following selection of crimes reported: 5 abandoned 999 calls, 2 antisocial behaviour, 3 assault, 1 concern for welfare, 2 missing person, 5 suspicious activity and 12 traffic related.

The police are holding a FREE bike security marking event on Banwell Recreation Ground, Saturday 13th of May between 2 & 3pm, pop along and meet the local neighbourhood team and get a bike registered, for more information check out #Bikeregister online.

PCSO Mike Benfield will be leaving the villages team and moving to another area, so they are pleased to welcome PCSO Stephen Hemmett to the team.

For up-to-date information residents can keep in touch via the Avon & Somerset website or follow them on social media, Facebook "Weston & Worle police" or Twitter "ASPNorthSom". Residents were asked if they see anything suspicious in the area or would like to talk to local officers, please call 101 or 999 in an emergency, they can also report anonymously to Crimestoppers on 0800555111.

iii) Ward Councillor's report

Cllr Haverson was thanked by the Chairman for everything she has done on behalf of the Parish Council. She in turn thanked the Council and said how much she enjoyed attending the meetings.

Cllr Haverson reported that she was disappointed that the planning department had taken the stance that they had in relation to the flashing lights denoting the school crossing.

She reported that the new demand bus service had started and whilst it had experienced teething problems with mislabelling of bus stops then the feedback had overall been positive. Whilst stepping down as a District Councillor she would be continuing as a bus champion.

The Chairman thanked her again and wished her luck.

The meeting was convened.

054/23 To receive apologies for absence (agenda item 1)

Apologies were received from Simon Arlidge and District Councillor Ann Harley.

055/23 To receive members' declarations of interest on any agenda item (agenda item 2)

No Declarations of interest

056/23 To approve as a correct record, the minutes of the Parish Council meeting on the 20th of February 2023 (agenda item 3)

Resolved – That the minutes of the Parish Council Meeting held on the 20th of February 2023 be approved as a correct record of the meeting with the following amendments.

The resolution was correctly proposed and seconded (unanimous with three abstentions due to absence)

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

057/23 To note the following committee Meeting minutes (agenda item 4).

i) Planning Committee Meeting held on the 3rd of April 2023.

The minutes were noted.

ii) Youth & Community Centre Committee Meeting held on the 3rd of April 2023.

The minutes were noted.

058/23 To receive the Clerk's report/Exchange of information (agenda item 5)

i) Recreation Ground and Riverside Green additional play equipment projects

The work has been completed. Swing frame is due to be painted and repairs to table tennis table, springer and bottom of the slide when the weather is nicer. Roundabout paint and wet pour is due to be rectified.

ii) Donation from Ward Tree Surgeons of a Birch Tree to replace the memorial tree on the Recreation Ground.

Thanks was given to Ward Tree Surgeons who have kindly donated a tree which will be used to replace the memorial tree which died on the Recreation Ground.

iii) School crossing and flashing amber lights

Having contacted NS planning a sign like this will require advertisement consent and they would be very concerned about both the principle and details of such a sign in the Conservation Area. As such they discussed it further with both the bypass team and the highways team to ensure all options had been explored. Despite both teams saying that this was the only short term solution the planning department informed the clerk that the sign would not be approved due to it being sited in a conservation area.

iv) Coronation memorabilia for Banwell Buddies and Banwell School.

All items have been delivered to the Parish Office and will be delivered to the School on May 4th.

v) Cemetery Fence

A complaint had been received in reference to items being thrown over the fence into a resident's garden. The Clerk will be meeting with the resident to discuss.

vi) Spring Clean

The Vice Chairman reminded all Councillors that it was the Spring Clean on Saturday the 22nd and that he looked forward to seeing everyone.

vii) **Westlink**

The Vice-chairman reported that he had used the service successfully but that it was disappointing that there were not more communication tools available to encourage people to use the service.

viii) **Church Street**

Concern was raised that new residents on Church Street were parking inappropriately on double yellow lines and the pavement. Councillors were informed it was an enforcement matter and to report it to the Police.

059/23 To note the training and events available and agree any attendance (agenda item 6)

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

The training was noted.

ii) **Breakthrough Communications Training via ALCA**

The training was noted.

iii) **Finance Training via ALCA**

The training was noted.

iv) **'Scribe' Finance Training**

The training was noted.

v) **Various NALC Training**

The training was noted.

The Clerk tabled an additional training opportunity.

vi) **SLCC 'Climate Change' themed summit £120**

Resolved – That the Clerk attend SLCC's Community Engagement' themed summit £60.

The resolution was correctly proposed and seconded (unanimous)

060/23 To approve the following expenditure (agenda item 7).

i) **£95 for the annual membership to the Institute of Cemetery & Crematorium Management.**

Resolved – To agree the cost of £95 for the annual membership to the Institute of Cemetery & Crematorium Management.

The resolution was correctly proposed and seconded (unanimous)

ii) **£417.60 + VAT for the annual Scribe accounting package.**

Resolved – To agree the cost of £417.60 + VAT for the annual Scribe accounting package.

The resolution was correctly proposed and seconded (unanimous)

iii) **£737.74 for the Annual Avon Local Council Association (ALCA) subscription.**

Resolved – To agree £737.74 for the Annual Avon Local Council Association (ALCA) subscription.

The resolution was correctly proposed and seconded (unanimous)

061/23 To review and approve the updated Asset Register (agenda item 8):

Resolved – To review and approve the updated Asset Register with the removal of ‘The Village Hall land’ from land assets.

The resolution was correctly proposed and seconded (unanimous)

062/23 To note the March Operational Play Inspection reports for the Recreation Ground and Riverside Green and agree a way forward (agenda item 9):

The March Operational Play Inspection was noted with most of the works to be completed by GB Sport as previous agreed work. The Clerk to source a quote for a MUGA panel.

063/23 To note the street names suggestions (Ochre Fields & Kestrel View) for the former Western Trade Centre, Knightcott Road, and agree a way forward (agenda item 10):

Resolved – Not to support the road name suggestions of Ochre Fields & Kestrel View and to put forward the following suggestions Baytree Farm and Keane.

The resolution was correctly proposed and seconded (unanimous)

064/23 To note the conclusion of the internal audit report 31st March 2023 (page 29 - 32) and agree any recommendations (agenda item 11)

The conclusion of the internal audit report 31st March 2023 were noted.

Resolved – That Councillor Gibbons to undertake the quarterly and annual review.

The resolution was correctly proposed and seconded (unanimous)

065/23 To carry out a review of the effectiveness of the system of internal control and review the Internal Audit Plan (agenda item 12)

Resolved – That they agree that they have an effective system of internal control and to approve the reviewed Internal Audit Plan.

The resolution was correctly proposed and seconded (unanimous)

066/23 To agree up to two savings bank accounts for the Cemetery Fund and Parish Council Reserves and agree signatories (agenda item 13).

Resolved – To agree that the Parish Council open a single savings account with an ethical Bank. An account with Charity Bank (1 year fixed rate) be set up for the Cemetery Account of up to £85,000 with a small fund kept in the Natwest current account to cover possible costs in the next 12 months. That Cllrs Gibbons; Thompson; Bailey; Harding and Blatchford be signatories on the account.

The resolution was correctly proposed and seconded (unanimous).

067/23 To agree an update to the bank signatories on Unity Bank Account (agenda item 14).

Resolved – To agree that Cllr Gibbons, Cllr Thompson, Cllr Bailey be added to the Unity Trust bank mandates

The resolution was correctly proposed and seconded (unanimous).

068/23 To authorise bills for payment for April (agenda item 15)

The Clerk tabled an updated bills for payment schedule. It was noted that an invoice from YMCA Dulverton had still not been received.

Resolved: To authorise the bills for payment sheet for April of £61,062.82. Cllr Harding and Cllr McCarthy to authorise the BACs payments.

The resolution was correctly proposed and seconded (unanimous)

069/23 To note the Parish Council’s end of March’s net position, bank balances and bank reconciliation (agenda item 16)

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

070/23 To note the Parish Council’s 2023/24 new budget (agenda item 17)

The Parish Council’s 2023/24 budget was noted.

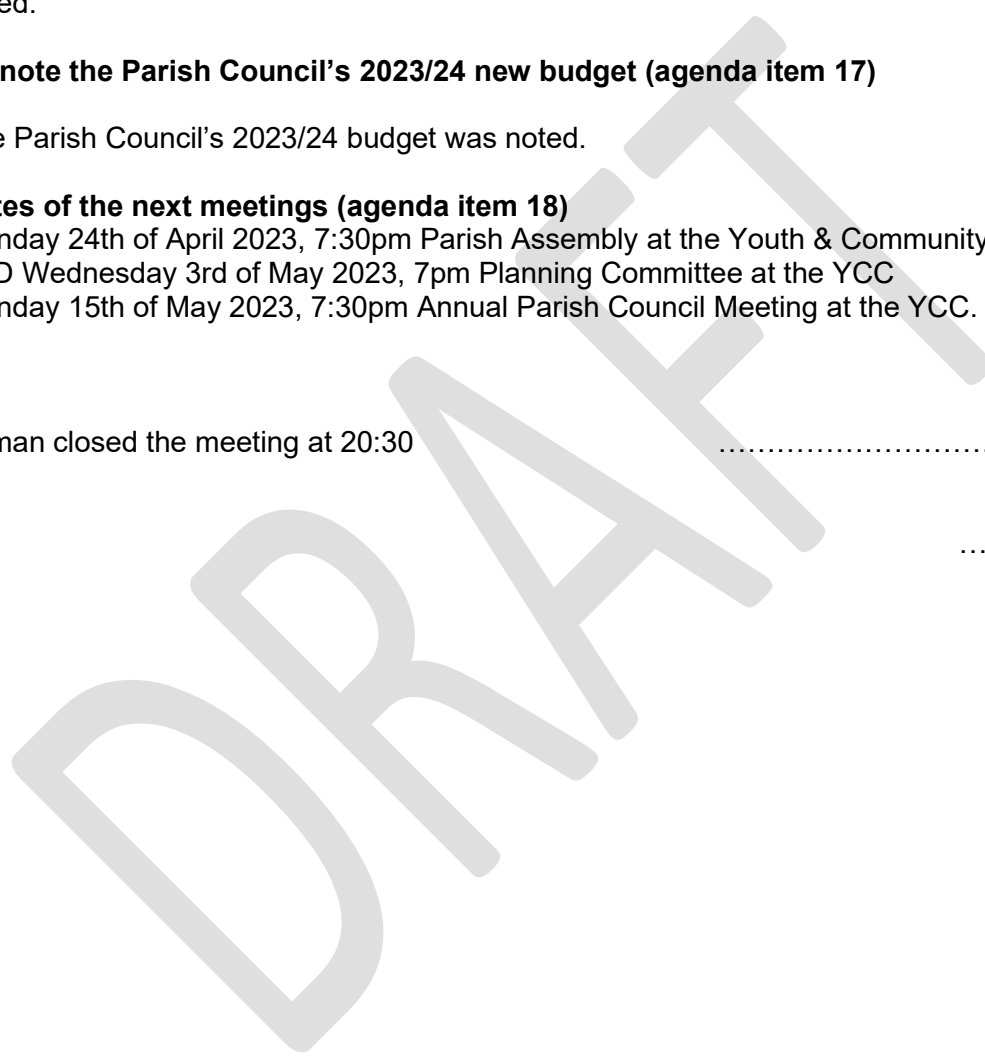
071/23 Dates of the next meetings (agenda item 18)

Monday 24th of April 2023, 7:30pm Parish Assembly at the Youth & Community Centre (YCC)
TBD Wednesday 3rd of May 2023, 7pm Planning Committee at the YCC
Monday 15th of May 2023, 7:30pm Annual Parish Council Meeting at the YCC.

The Chairman closed the meeting at 20:30

Chairman

.....Date



Bills for Payment - 15th March to the 16th April 2023
Banwell Parish Council

Method	Payee	Details	Gross Amount	Comments	Minute agreed	Power
Already Paid						The Parish Council
DD	Nest	Pension contributions underpayment from March (DD 13.04.23)	£ 44.75		086/22	
DD	Mainstream	Phone and Broadband (DD 14.04.23)	£ 138.09		086/22	
DD	EDF	YCC Electricity (15.04.23)	£ 104.32		YCC 17/22	
DD	Npower	Streetlight Power (17.04.23)	£ 477.51		086/22	
To Pay						
BACS	J K Gardening	Grass cutting & Village Orderly	£ 838.50		086/22	
BACS	J K Gardening	Environmental Fee x2	£ 80.00		Admin	
BACS	J K Gardening	Dark Lane clearance	Total £1038.50		44/23 (iii)	
BACS	Ambience Landscape	Dog Bin emptying	£ 572.00		086/22	
BACS	Insight Cleaning	YCC Cleaning Dec 2022	£ 192.00		086/22	
BACS	Scribe	Annual YCC Booking Subscription	£ 501.12		060/23 (ii)	
BACS	DS Securities	Souder beacons	£ 288.00		181/22 (iii)	
BACS	Banwell Handy Man	YCC Maintenance filling & painting walls, child guards, hanging pictures, gutter repairs & shelving.	£ 142.00		H & S	
BACS	SLCC	Climate Change Summit	£ 72.00		059/23 (vi)	
BACS	GB Sport	Repair worn chains	£ 1,014.00		192/22 (i)	
BACS	GB Sport	Wetpour under swing	£ 1,498.80		192/22 (iii)	
BACS	GB Sport	Operational Play Inspection	Total £2632.80		086/22	
BACS	GB Sport	Riverside	£ 48,280.52		163/22	
BACS	ICCM	Annual Subscription	£ 95.00		060/23 (i)	
BACS	ALCA	Annual Subscription	£ 737.74		060/23 (iii)	
BACS	Bridget Bowen	Interim Audit	£ 375.00		094/20	
BACS	Lloyds Card Payment	Food Bank, Tuck, zoom, stationary, bin liners, ILCA)	£ 520.14		086/22	
SO	Officer Salaries	Officer Salaries (SO 26.04.23)	£ 2,761.30		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	Cathedral Leasing LTD	Waste Collection (DD 05.05.23)	£ 623.96		086/22	
BACS	HMRC	PAYE and NI (12.05.23)	£ 669.54		086/22	
			Totals			
			£60,657.82			

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

**MINUTES OF BANWELL PARISH ASSEMBLY
HELD AT THE YOUTH AND COMMUNITY CENTRE ON MONDAY 24th APRIL 2023**

The meeting was chaired by Councillor Paul Blatchford (Chairman of Banwell Parish Council).

Present: 14 members of the public (1 virtually), 8 Parish Councillors and 1 District Councillor and the minutes were taken by Liz Shayler (Clerk to Banwell Parish Council).

1. APOLOGIES

Apologies were received from Parish Councillor Simon Arlidge and Kevin Gibbons.

2. MINUTES OF LAST PARISH ASSEMBLY

The minutes of the Annual Parish Assembly held on 25th April 2022 were approved as a correct record of the meeting and were duly signed by Cllr Blatchford.

3. BANWELL PARISH COUNCIL –

i. Chairman's Report

The Chairman, Paul Blatchford, gave the following report.

The post-Covid era has thrown up new challenges with the cost of living crisis and increased energy costs. While these are having a direct effect on our finances the greater concern is for our parishioners. To that end we continue to support and run the Food Bank which provides food to those most in need.

The Public Living Room, which opened last Autumn, provides a welcoming and warm space. Banwell was one of the first villages in North Somerset to offer this service and after a visit from District Councillor Mike Bell our Clerk Liz was invited to give a presentation to Ageing Well network on how to set up and organise a Public Living Room and all the other initiatives that the Parish Council have run. The public living room will remain open all year round.

Daisy our Marketing and Communication Officer worked with Liz to gain a variety of grants for the Public Living Room initiative, the Queen's Jubilee, update the Youth and Community Centre with energy efficient lighting, Riverside play area and Youth Food Club initiatives, all of which had a positive impact on the Banwell community.

Hovering in the background but never far from our thoughts, has been the progress of the Bypass. As well as participating in all the consultations the Parish Council has been in constant contact with the Bypass Team. The culmination of this was the recent unanimous Planning Approval given by North Somerset Council. Construction and changed traffic flows will undoubtedly bring new challenges for us over the next two years but the completed bypass should bring 'peace in our time' for the village.

The other major change over the past year is the increasing size of the Parish, not just from the planned 'Jubilee Gardens' off Wolvershill Road but the growing community at Weston Villages, south of Churchland's Way. Banwell is getting bigger and we must prepare for that eventuality. Alongside the activities already mentioned we have also offered:

- Tea and Tech / You Can Do I.T.
- Village Cleans
- Continued live streaming of our meetings.
- Helping with vaccination clinics
- The Youth Club, which has increased numbers and had successful summer events.
- Affirmed a Civility and Respect Pledge
- Lobbied against the discontinuation of the 126 bus route.
- Set up a Sustainability Working Group
- Putting on a very successful Christmas Market
- Redecorating the YCC

- Finished our program of upgrading old streetlights to LED.
- And last but not least, increased and renovated play equipment at Riverside and Rec

My thanks go out to the Councillors and all the volunteers who make this happen and we welcome Councillor Steve Arlidge to our team.

Daisy left us in March to take up a post with South Gloucestershire Council. She has been a great asset to the Council, helping us get through the pandemic and paying for herself with the grants that were brought in. She will be much missed and we wish her all the best in her new role. But every cloud has a silver lining, and I am pleased to report that David Murphy has joined us as our Communications, Marketing and Grant Funding Officer.

Finally, I must thank Liz who yet again gone above and beyond to keep this show on the road. The Council and the village are indebted to her. She makes Banwell a better place.

ii. **Draft statement of accounts for the year ending 31st March 2023**

The Clerk presented the statement of accounts for the Parish Council for the last financial year and highlighted the level of reserves, including the earmarked reserve for an extension to the cemetery. The Clerk was pleased to say that due to an increase in the Council Tax Base and an influx of Community Levy contributions, whilst our budget has increased the cost of a Band D property is only an increase of 4p at £85.95 a year. The Council recognized that it would continue to be challenging with the cost of household utility bill.

The Clerk invited the Assembly to seek clarification of any issues. There were no queries raised.

4. **NORTH SOMERSET COUNCIL**

i) **Ward Councillors Report**

Cllr Haverson thanked the Parish Council for being a pleasure to work with during her term of office. She reported that it had been a strange four years but out of the challenges of Covid there had been a silver lining in the form of 'North Somerset Together'.

Housing continues to be an issue with the Governments imposed housing targets and the lack of affordable housing which has now been raised to 40% in North Somerset. The future of Castlewood is still in discussion.

Whilst being a member of the Green party she is not generally in favour of new roads then on balance she believed that they Banwell Bypass was a necessity and so supported it and hoped that effective mitigation measures would be implemented in neighbouring villages.

The Chairman thanked Councillor Haverson for all she had done during her term of office and wished her good luck.

ii) **Bus responsive service**

A North Somerset Council Officer spoke about the new WestLINK service (bus responsive service). The service consists of up to 30 accessible 16-seater minibuses which you can book to take you anywhere within North Somerset.

Journeys can be booked through a free app, by phoning the call centre or through the website. You can book it when you need it or up to 24 hours in advance. Smart technology will match your journey with other customers to best use the space on board. Currently only £2 per journey for an adult and £1 for a child, free for bus pass holders.

For more information go to: <https://www.n-somerset.gov.uk/.../tra.../bus-travel/westlink>.

A full copy of this PowerPoint is held by Banwell Parish Council and may be inspected by making application to the Parish Clerk.

5. AVON & SOMERSET CONSTABULARY

No PCSO was present and no report had been received.

6. RECOGNITION OF SERVICE TO THE COMMUNITY AWARD 2023

We have some amazing volunteers but this year I would like to say a huge thank you to Neil Merrick who is this year’s winner for going above and beyond in his service to the community.

He has supported the community in a variety of ways by volunteering at every vaccination clinic and also running our amazing Youth Food Club Initiatives from shopping for all the ingredients, preparing and teaching over 20 young people.

The feedback from parents has been amazing the young people that have taken part, have not only learnt some great new skills but they have also gained confidence, learnt how to work with their anxiety and interacted with others they wouldn’t normally do. They skills they have learnt will be a basis on which they can continue at home, for some that has been a welcome relief.

Some of the feedback we have received from parents is below.

- What an amazing opportunity for these young people, they have learnt valuable life skills. I can’t wait to see what she cooks at home. I hope all the young people get this opportunity.
- Thank you, J has really enjoyed these sessions and he is already trying out his new skills in the kitchen at home. Long may it last.
- Both my children lack confidence, so it is so nice to see what they have achieved in the six weeks and how proud they are.

7. PUBLIC COMMENTS

A resident spoke stating that whilst he supported the bypass, he had a concern that the potential noise levels had not been addressed in detail so far.

He asked that the Parish Council remain vigilant in scrutinising and commenting on the detailed plans as they are announced.

8. REPORTS BY VILLAGE ORGANISATIONS

Reports were presented by the following village organisations over the past year.

- Banwell Village Hall* – read by Maggie McCarthy on behalf of Kevin Gibbons
- St Andrews, Banwell Church* – Maggie McCarthy
- Banwell Archaeology Society* - Steve Davis
- Banwell Bell Ringers* – read by Steve Davis on behalf of Jade Longmoor
- Women’s Institute* - Viv Bailey
- Gardening Club – Steve Parkinson
- Banwell Football Club – Jo Morrish
- Banwell Amateur Dramatics* – Jackie Parkinson
- Banwell Potigny Town Twinning * – Jackie Parkinson

(*Copies of these written reports are held by Banwell Parish Council and may be inspected by making application to the Parish Clerk)

11. DATE OF THE NEXT MEETING OF ELECTORS – Monday 22nd April 2024

There being no further business the Chairman closed the meeting at pm and thanked all those who had attended.

..... Chairman

..... Date



TERMS OF REFERENCE

They are all available on our website

<https://www.banwellparishcouncil.org.uk/parish-council/parish-council-information/>

	REVIEWED	TO BE REVIEWED
Planning Committee	May 2022	May 2023
Youth and Community Centre Committee	May 2022	May 2023
Employment Committee	May 2022	May 2023
Cemetery and Memorials Working Party	May 2022	May 2023
Appeals Committee	May 2022	May 2023
Banwell Sustainability Group	November 2022	May 2023

Banwell Parish Council Meeting Dates

All Parish Council meetings are held at the Youth & Community Centre. You are welcome to attend face to face, via zoom or they will be livestreamed on Facebook

2022/23	Full Parish Council (3rd Monday)	Planning Committee (1st Monday)	YCC Committee	Employment Committee / Cemetery & Memorials WP	Parish Assembly	Rec Trust (Ad Hoc)
May	15th	Cancelled				
June	19th	5th	5th	Cemetery WP 14th		
July	17th	3rd				17th
August	21st	7th	7th			
September	18th	4th		4th Employment		
October	16th	2nd		Cemetery WP 11th		
November	20th	6th	6th			
December	18th	4th				
January	15th	None due to Bank Holiday				
February	19th	5th	5th			
March	18th	4th		Employment Committee 4th		
April	15th	3rd due to bank holiday			22nd	
May	20th	8th due to bank holiday	8th due to bank holiday			

The agenda and associated paperwork is available the Wednesday before a Monday meeting. They can be found on our website www.banwellparishcouncil.org.uk or a hard copy is available Thursday 10am until 12 at the Youth & Community Centre, West Street.

Banwell Parish Council

Action Plan 2023 / 2024

The Parish Council takes its responsibility very seriously and strives continually to improve Banwell to make it a pleasant village where people are proud to be part of our community.

When we set our budget for the next financial year, members try and think about what the council can do to achieve our aspirations in the next year and beyond.

These may include ensuring there is a small financial provision to enable the improvements / events to be made and in addition often applications can be made to both local and national funding bodies to provide those facilities which otherwise would not have been possible.

Our Plan includes 3 sections:

- Administering the Council
- The Local Environment
- Community Engagement and Events

Please have a look at our action plan and if you feel you can help or become involved in any way then please contact us.

clerk@banwellparishcouncil.org.uk / 01934 820442/Youth & Community Centre,
West Street, Banwell. BS29 6DB

Action Plan 2022 / 2023

Administering the Council			
Aims	Objectives	Implication	Timescale
To ensure all BPC policies and protocols are adhered to and updated as and when necessary	To continue operating to standing orders & financial regs	Already included in working practices	Ongoing
Implement an action and business plan	To implement an action plan and business plan	Ensure ongoing transparency	Ongoing August 2023
To adhere to all new legislation	To continuing monitoring new / updated legislation	The Clerk to ensure compliance. Signed up to government updates	Ongoing
To continue monitoring estimates and budgets	To continue to review on a monthly basis	Ensure ongoing transparency	Ongoing
To maximise grant opportunities	To continue to seek all relevant grant opportunities	Successful applications will provide additional capital schemes which otherwise would not be possible	Ongoing
Insurance	To obtain new quotes and accept as appropriate	In Year 3 of three-year fixed price. The Clerk to undertake	April 2024
Planning	Continue and improve participation in planning matters	Ensure local feelings are taken into account.	Ongoing
Transparency Code	To ensure compliance	Statutory requirement	Ongoing
To keep under review legal powers and opportunities	Ensure compliance	Statutory requirement	Ongoing
Contingency Plan	To create	Ensure arrangements if need arises	August 2023
Councillor Training	To encourage all councillors to take advantage of all training available	To ensure Cllr are fully knowledgeable. Training budget	Ongoing
Clerk : Training	To encourage the Clerk to take advantage of all relevant training	To ensure the Clerk is fully knowledgeable and up to date with all relevant information. Training budgets	Ongoing
Protecting the Parish	The council will continue to have close liaison with the Police and the DCC Ward members	To ensure communication both ways.	Ongoing

	The Local Environment		
Aims	Objectives	Implication	Timescale
To continue upgrading the Youth & Community Centre	To install Solar Panels.	In budget Grant applied for	September 2023
Open spaces and greens	To continue to ensure all open spaces are well cared for	In budgets	Ongoing
Improvements at Riverside Green	To source funding to install a multiuse piece of play equipment.	Budget implications Application to NS for 50% funding.	Completed March 2023. Awaiting invoice.
Carbon reduction See Sustainability Action Plan for more detail	Encourage walking / community minibus initiatives		Ongoing
Plastic reduction See Sustainability Action Plan for more detail	Run, support and advertise two annual litter picking events Replacement litter bins at Rec and Riverside	In budget Rec completed additional one at Riverside.	Ongoing Autumn 2023
Other waste reduction See Sustainability Action Plan for more detail	Work with North Somerset to ensure recycling bins are made available at events. Maintain Terracycle scheme at YCC	No financial implications	Ongoing
Biodiversity and trees See Sustainability Action Plan for more detail	Encourage residents to increase biodiversity in their back gardens through wildlife friendly gardening / tree planting / alternatives to weedkillers / rewilding.	Comms Officer hrs	Ongoing
Climate change readiness and community engagement	Create a "Sustainable Banwell" Facebook page Work with NS on strategic green gap around Banwell.	Comms Officer hrs Clerk	Ongoing
To assess the War Memorial	To get the war memorial assessed to see if the names could be made clearer	In budget although grant can be applied for.	Ongoing
To support the implementation of 20mph & road calming measures	To work with NS bypass team	No financial implication	Ongoing

<u>Community Engagement and Events</u>			
Aims	Objectives	Implication	Time
To improve Communication	To continue to develop all means of consultation / communication.	In budgets Consultation in Parish Mag	Ongoing June 2023
To ensure all residents are fully informed	To assess current notice boards to see if they are fit for purpose.	Possible budget implications	Sept 2023
	To continue the quarterly electronic Banwell enewsletter and improve volume of sign ups	No additional cost	Continual monitoring
	To produce 4 x insert for the Parish Mag each year.	In budget	Ongoing
	To ensure CANS outreach is successful	In budget and comms hours	Ongoing
To provide additional positive activities	To run two 5-week slow-cooking cookery courses for young people.	Left over grant awarded	Feb - June
	To run weekly summer holiday positive activities and residential weekend.	Left over grant and section 106	July - Sept
	To run digital inclusion sessions 'Tea & Tech' & 'You Can Do IT' 3 times a month.	No cost Refreshments budget	Ongoing. Review in June
To build a thriving Banwell business community	Buy in Banwell Campaign	No cost	Ongoing
	Improve access to support and training		
	Build a strong business voice in the community		
To provide Community Events	To hold <ul style="list-style-type: none"> Community Picnic 	Counted within Jubilee events	July 1 st / 8 th 2023
	To hold <ul style="list-style-type: none"> Banwell Summer Clean 	Refreshments budget	Sept 9 th / 16 th 2023
	To review holding <ul style="list-style-type: none"> Community Information Cafe 	No cost except officer time and printing.	Sept / Oct 2023
	To reviewing holding <ul style="list-style-type: none"> Autumn Window Wander Trail around village 	No cost except officer time and printing.	Oct 2023
	To work with British Legion on <ul style="list-style-type: none"> Remembrance Day Parade 	Officer time Poppy wreath donation £50	Ongoing event Nov 12 th 2023
	To hold <ul style="list-style-type: none"> Christmas Mini Market 	Refreshments budget	Ongoing event Dec 2 nd 2023
	To hold <ul style="list-style-type: none"> Banwell Spring Clean 	Refreshment budget	April 2023



POLICIES AND PROCEDURES

To review and approve the following highlighted policies & procedures. They are all available on our website – use the link below.

<https://www.banwellparishcouncil.org.uk/parish-council/parish-council-information/>

The ones highlighted in yellow there are no suggested changes except for the review dates.

The ones highlighted in blue there were more significant changes and so will be sent to you before the meeting in which they are due to be reviewed.

POLICY	REVIEWED	TO BE REVIEWED
Absence Policy	May 2020	May 2023
Acceptable use Policy	May 2022	May 2024
Accessibility Statement	May 2022	May 2024
CCTV	May 2022	May 2025
Cemetery Regulations Policy	May 2022	May 2025
Code of Conduct	May 2022	May 2023
Community Engagement Policy	September 2021	May 2023
Community Engagement Strategy		June 2023
Complaints Procedure	May 2021	May 2023
Co-option Policy	May 2021	May 2023
Dignity at Work / Antbullying & harassment policy	May 2022	May 2024
Disciplinary Procedure inc. Hearing Procedure	May 2021	May 2023
Equal Opportunities Policy	May 2022	May 2024
Expenses – Travel & Subsistence Policy	May 2021	May 2023
Financial regulations	May 2022	May 2023
Flagpole and Flag Flying Policy	June 2020	May 2024
General Data Protection Regulations Policy <ul style="list-style-type: none"> Data Audit Privacy Notice Subject Access Request Form 	May 2022	May 2024 Ongoing
Grant awarding Policy	May 2021	May 2024
Grievance Procedure	May 2021	May 2023
Health and Safety	May 2020	May 2024
Homeworking Policy	July 2021	May 2024
Hybrid Meeting Policy	Feb 2022	May 2025
Investments Strategy	May 2022	May 2024
Lone Working Policy	June 2022	May 2024
Press and Media Policy	July 2022	May 2025
Protocol for marking the death of a Senior Figure	May 2022	May 2025

Publication scheme and schedule	May 2022	May 2024
Records Management Policy	July 2019	May 2023
Reserves Policy	May 2022	May 2025
Risk Management Strategy	April 2022	May 2024
Safety of Memorials Policy	October 2019	May 2023
Safeguarding Policy	May 2021	May 2023
Scheme of Delegation	May 2022	May 2024
Social Media Policy	May 2022	May 2024
Standing Orders	May 2022	May 2023
Training Policy	May 2022	May 2024
War Memorial Policy	May 2021	May 2024

Clerks Report

i) £1000 grant from Winscombe Parish Council.

Thank you to Winscombe Parish Council for their £1000 donation to help maintain services at the Youth & Community Centre.

ii) Young Carers Service

The Young Careers service has approached the PC to enable them to use the Youth & Community Centre for 4 adhoc sessions over the next 3 months to support young carers in and around the Banwell area.

The sessions are to provide a safe space to allow young carers to have fun but also access to advice and information designed to support them. It is hoped having it in Banwell will allow those young carers who live here, who don't have access to transport, will now be able to attend.

Attendance will be reviewed over the summer and they might approach the PC to use the YCC as regular venue from September.

Annual Internal Audit Report 2022/23

EN BANWELL PARISH COUNCIL

www.banwellparishcouncil.org.uk ONLY AVAILABLE WEBSITE/WEBPAGE ADDRESS

During the financial year ended 31 March 2023, this authority's internal auditor acting independently and on the basis of an assessment of risk, carried out a selective assessment of compliance with the relevant procedures and controls in operation and obtained appropriate evidence from the authority.

The internal audit for 2022/23 has been carried out in accordance with this authority's needs and planned coverage. On the basis of the findings in the areas examined, the internal audit conclusions are summarised in this table. Set out below are the objectives of internal control and alongside are the internal audit conclusions on whether, in all significant respects, the control objectives were being achieved throughout the financial year to a standard adequate to meet the needs of this authority.

Internal control objective	Yes	No*	Not covered**
	A. Appropriate accounting records have been properly kept throughout the financial year.	✓	
B. This authority complied with its financial regulations, payments were supported by invoices, all expenditure was approved and VAT was appropriately accounted for.	✓		
C. This authority assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these.	✓		
D. The precept or rates requirement resulted from an adequate budgetary process; progress against the budget was regularly monitored; and reserves were appropriate.	✓		
E. Expected income was fully received, based on correct prices, properly recorded and promptly banked; and VAT was appropriately accounted for.	✓		
F. Petty cash payments were properly supported by receipts, all petty cash expenditure was approved and VAT appropriately accounted for.			✓
G. Salaries to employees and allowances to members were paid in accordance with this authority's approvals, and PAYE and NI requirements were properly applied.	✓		
H. Asset and investments registers were complete and accurate and properly maintained.	✓		
I. Periodic bank account reconciliations were properly carried out during the year.	✓		
J. Accounting statements prepared during the year were prepared on the correct accounting basis (receipts and payments or income and expenditure), agreed to the cash book, supported by an adequate audit trail from underlying records and where appropriate debtors and creditors were properly recorded.	✓		
K. If the authority certified itself as exempt from a limited assurance review in 2021/22, it met the exemption criteria and correctly declared itself exempt. (If the authority had a limited assurance review of its 2021/22 AGAR tick "not covered")			✓
L. The authority published the required information on a website/webpage up to date at the time of the internal audit in accordance with the relevant legislation.	✓		
M. In the year covered by this AGAR, the authority correctly provided for a period for the exercise of public rights as required by the Accounts and Audit Regulations (during the 2022-23 AGAR period, were public rights in relation to the 2021-22 AGAR evidenced by a notice on the website and/or authority approved minutes confirming the dates set).	✓		
N. The authority has complied with the publication requirements for 2021/22 AGAR (see AGAR Page 1 Guidance Notes).	✓		
O. (For local councils only) Trust funds (including charitable) – The council met its responsibilities as a trustee.	Yes ✓	No	Not applicable

For any other risk areas identified by this authority adequate controls existed (list any other risk areas on separate sheets if needed).

Date(s) internal audit undertaken

02/04/2023 09/05/2023 DD/MM/YYYY

Name of person who carried out the internal audit

BRIDGET.C.BOWEN FCA INTERNAL AUDITOR

Signature of person who carried out the internal audit

 SIGNED

Date 09/05/2023

*If the response is 'no' please state the implications and action being taken to address any weakness in control identified (add separate sheets if needed).

**Note: If the response is 'not covered' please state when the most recent internal audit work was done in this area and when it is next planned; or, if coverage is not required, the annual internal audit report must explain why not (add separate sheets if needed).

INTERNAL AUDITOR'S ANNUAL REPORT

Year ended 31 March 2023

Banwell Parish Council

Objective	Explanation
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F	No petty cash held
---	--------------------

K	The authority did not certify itself as exempt from limited assurance review in 2021/22
---	---

Bridget.C.Bowen FCA
Internal auditor

09-May-23

Section 1 – Annual Governance Statement 2022/23

We acknowledge as the members of:

Banwell Parish Council
ENTER NAME OF AUTHORITY

our responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. We confirm, to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 31 March 2023, that:

	Agreed		
	Yes	No*	
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.	✓		<i>prepared its accounting statements in accordance with the Accounts and Audit Regulations.</i>
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	✓		<i>made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.</i>
3. We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.	✓		<i>has only done what it has the legal power to do and has complied with Proper Practices in doing so.</i>
4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.	✓		<i>during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.</i>
5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	✓		<i>considered and documented the financial and other risks it faces and dealt with them properly.</i>
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.	✓		<i>arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of this smaller authority.</i>
7. We took appropriate action on all matters raised in reports from internal and external audit.	✓		<i>responded to matters brought to its attention by internal and external audit.</i>
8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.	✓		<i>disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.</i>
9. (For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.	Yes	No	N/A
	✓		

***Please provide explanations to the external auditor on a separate sheet for each 'No' response and describe how the authority will address the weaknesses identified. These sheets must be published with the Annual Governance Statement.**

This Annual Governance Statement was approved at a meeting of the authority on:

15/05/2023

and recorded as minute reference:

MINUTE REFERENCE

Signed by the Chairman and Clerk of the meeting where approval was given:

Chairman

SIGNATURE REQUIRED

Clerk

SIGNATURE REQUIRED

www.banwellparishcouncil.org.uk ONLY AVAILABLE WEBSITE/WEBPAGE ADDRESS

Section 2 – Accounting Statements 2022/23 for

Banwell Parish Council

	Year ending		Notes and guidance
	31 March 2022 £	31 March 2023 £	
1. Balances brought forward	171,992	161,960	Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.
2. (+) Precept or Rates and Levies	93,908	110,785	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.
3. (+) Total other receipts	49,765	159,453	Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.
4. (-) Staff costs	34,083	42,012	Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.
5. (-) Loan interest/capital repayments	0	0	Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).
6. (-) All other payments	119,622	155,122	Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).
7. (=) Balances carried forward	161,960	235,065	Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).
8. Total value of cash and short term investments	161,960	235,065	The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – To agree with bank reconciliation.
9. Total fixed assets plus long term investments and assets	685,169	725,529	The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.
10. Total borrowings	0	0	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).

For Local Councils Only	Yes	No	N/A	
11a. Disclosure note re Trust funds (including charitable)	✓			The Council, as a body corporate, acts as sole trustee and is responsible for managing Trust funds or assets.
11b. Disclosure note re Trust funds (including charitable)	✓			The figures in the accounting statements above do not include any Trust transactions.

I certify that for the year ended 31 March 2023 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority.

Signed by Responsible Financial Officer before being presented to the authority for approval

SIGNATURE REQUIRED

Date

15/05/2023

I confirm that these Accounting Statements were approved by this authority on this date:

15/05/2023

as recorded in minute reference:

MINUTE REFERENCE

Signed by Chairman of the meeting where the Accounting Statements were approved

SIGNATURE REQUIRED

Precept or rates and levies

2021/22	93908	2022/23	110785
		Difference	16877
		% Change	18% Yes explain

Use the table below to breakdown your explanation

2021/22	£	2022/23	£	Difference	Explanation (Ensure each explanation is quantified)
0		10000		10000	Additional budgetted spend required for matchfunding for Riverside Play Equipment
5000		8250		3250	Final streetlight upgrade to LED
31000		34500		3500	Additional staff costs
				0	
				0	
				0	
				0	
				0	
Total	36000	52750		16750	

Enter more lines as appropriate

Other receipts

2021/22 49765 2022/23 159453

Difference 109688
 % Change **220%** Yes explain

Use the table below to breakdown your explanation

(consider any fixed assets that have been sold and ensure reflected in explanation in box 9 fixed assets)

2021/22	£	2022/23	£	Difference	Explanation (Ensure each explanation is quantified)
2510.42		69177.7		66667.28	Community Infrastructure Money (CIL) received
0		21727.03		21727.03	Section 106 money for Wolverhill Rd Development
0		2135		2135	Jubilee Grants Awarded
0		2890.63		2890.63	Community Hub Grant Awarded
0		14299.04		14299.04	Solar Farm payment not paid at the end of last year so paid at the beginning of last year along with the normal payment at the end of this financial year
0		2135		2135	Jubilee Grant Received
0		0		0	
0		0		0	
Total	2510.42	112364.4		109853.98	

Enter more lines as appropriate

Staff costs

2021/22 34083 2022/23 41320

Difference 7237
 % Change 21% Yes explain

Use the table below to breakdown your explanation

2021/22	£	2022/23	£	Difference	Explanation (Ensure each explanation is quantified)
				1719.78	NJC uplift for 2 members of staff
				1301.04	2 additional hours per week for comms officer
				639.36	Additional member of staff for 1 month due to overlap
				105.16	Final Payment to leaving member of staff for holiday not taken
				595.34	Holiday pay not taken by Clerk from 2020/21
				0	
				0	
				0	
				0	
				0	
				0	
				0	
				0	Work out NJC uplift for entire year
				0	
				0	
Total	0	0	0	4360.68	

Enter more lines as appropriate

All other payments

Grants spent £12722.87, Additional work to Riverside £2685.52, CIL spent £5853.76. Total 35844.01

2021/22 2022/23

Difference

% Change Yes explain

Use the table below to breakdown your explanation

(consider any fixed assets that have been purchased and reflect in explanation in box 9 fixed assets)

2021/22	£	2022/23	£	Difference	Explanation (Ensure each explanation is quantified)
5360		8870		3510	Streetlight upgrade
0		1000		1000	LED Light Grant spent
0		2500		2500	Somerset Community Grant Spent
0		1509.77		1509.77	Public living room grant spent
0		2824.25		2824.25	Social Prescribing Grant Spent
0		24813.65		24813.65	Play equipment, surfacing etc at the Recreation Ground
				0	
				0	
				0	
Total	5360	41517.67		36157.67	

Enter more lines as appropriate

Reserves

Box 7 235064 Precept 110785

Do reserves exceed 2 x Precept? Yes - Please explain below

	£	£	£
Earmarked reserves:			
Cemetery Reserve 1	96154.64		
CIL Reserve 2	66235.16		
Solar Grant Reserve 3	6547.54		
Food Bank Reserve 4	1765.96		
Community Reserve 5	1161.75		
Reserve 6			
Reserve 7			
			171865.05
General reserve	63198.96		
		63198.96	
Total reserves (must agree to Box 7)			<u><u>235064</u></u>

Bills for Payment - 17th April to the 10th May 2023
Banwell Parish Council

Method	Payee	Details	Gross Amount	Comments	Minute agreed	Power
Already Paid						The Parish Council
BACS	K Gunningham	Allotment Rent	£ 1,647.88		086/22	
DD	Npower	Streetlight Power (9.05.23)	£ 335.94		086/22	
DD	Mainstream	Phone and Broadband (DD 14.05.23)	£ 2.01		086/22	
To Pay						
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	£ 150.00		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	Awaiting invoice	086/22	
BACS	YMCA	Youth Club April	£ 270.00	Awaiting invoice	086/22	
BACS	Scribe	Annual Accounting Subscription	£ 673.92		Agenda item	
BACS	Neil Merrick	YC Food Project & YCC paint	£ 125.96		Grant	
BACS	SLCC	Creating Accessible Documents	£ 60.00		Agenda item	
BACS	SLCC	Agenda and Minutes Training	£ 84.00		Agenda item	
BACS	Avon Armour	Automatic door service	£ 102.00		060/23 (i)	
BACS	Bridget Bowen	Annual Return Submission	£ 125.00			
BACS	Gallagher	Annual insurance	£ 2,226.55	or £2150.93	Agenda item	
DD	Loyds Bank PLC	Multipay charge & costs (zoom, Coronation gifts, bench slats, printer cartridges, microsoft licence).	£ 1,011.89	Awaiting final invoice	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	
Totals			£13,194.35			
BACS	Bank Transfer	Cemetery Account to Unity 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

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	162.50	1,787.50
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	80.00	1,965.00
106	Cemetery software				450.00		450.00
					9,945.00	£242.50	9,702.50

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			350.00			350.00
111	Cemetery Bank interest			75.26			75.26
					£425.26		425.26

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	3,416.58	33,983.42
202	Clerk pension				800.00	278.43	521.57
203	Advertising				500.00		500.00
204	Insurance				2,100.00		2,100.00
205	Subscriptions inc ALCA &				2,300.00	1,263.33	1,036.67
206	Audit Fee				950.00	375.00	575.00
207	Legal Costs				600.00		600.00
208	Training Officers				650.00	180.00	470.00
209	Training Councillor				400.00		400.00
210	Grants & Donations				5,000.00		5,000.00
211	Chairmans Allowance				300.00		300.00
213	Bank Charges				200.00	3.00	197.00
215	Risk Assessments				150.00		150.00
					51,350.00	£5,516.34	45,833.66

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			50.00		192.35	-142.35	
218	Jubilee & Coronation				500.00		500.00	
504	CIL					1,249.00	-1,249.00	
809	Social Prescribing Commu							
815	Refreshments							
					£50.00	500.00	£1,441.35	-891.35

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			
302	Env Grass Cutting				2,045.00	70.87	1,974.13	
303	Env Hedge / Fence / Tree				300.00		300.00	
304	Village Orderly		435.81		4,710.00	392.50	3,881.69	
305	Dog Bins				6,568.00	476.00	6,092.00	
306	Env Maintenance / Inspec				2,000.00	33.00	1,967.00	
307	Env Projects				3,000.00	120.00	2,880.00	
308	Env Grant		7,149.00				-7,149.00	
309	Riverside Project				48,280.52	40,233.76	8,046.76	
					9,232.69	68,551.40	£41,326.13	17,992.58

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	454.77	3,545.23

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
	11,900.00	£454.77
		11,445.23

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	34.98			-65.02
502	Annual Precept		122,646.03	61,323.01			-61,323.02
503	VAT						
			122,746.03	£61,357.99			-61,388.04

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	141.75	2,108.25
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
					7,462.80	£1,053.75	6,409.05

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	392.82	2,607.18
703	YCC CCTV				200.00		200.00
704	YCC Electricity				2,000.00	99.35	1,900.65
705	YCC Gas				2,000.00	219.24	1,780.76
706	YCC water				600.00		600.00
707	YCC waste			114.00	620.00	9.50	724.50
708	YCC cleaning & supplies				2,700.00	201.99	2,498.01
709	Office Equipment inc Web				2,500.00	14.76	2,485.24
710	YCC phone & wifi				1,000.00	115.07	884.93
711	YCC Grass cutting				1,125.00	70.88	1,054.12
712	YCC hedge, fence & tree \				500.00		500.00
713	YCC grants & donations		1,000.00				-1,000.00
714	YCC income		500.00	1,070.00			570.00
715	YCC Booking software				350.00		350.00
			1,500.00	£1,184.00	41,595.00	£1,123.61	40,155.39

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		9,000.00
802	YC budget				400.00		400.00
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
			650.00	£286.20	11,700.00	£98.04	11,238.16

NET TOTAL

	134,128.72	£63,303.45	203,004.20	£51,256.49	80,922.44
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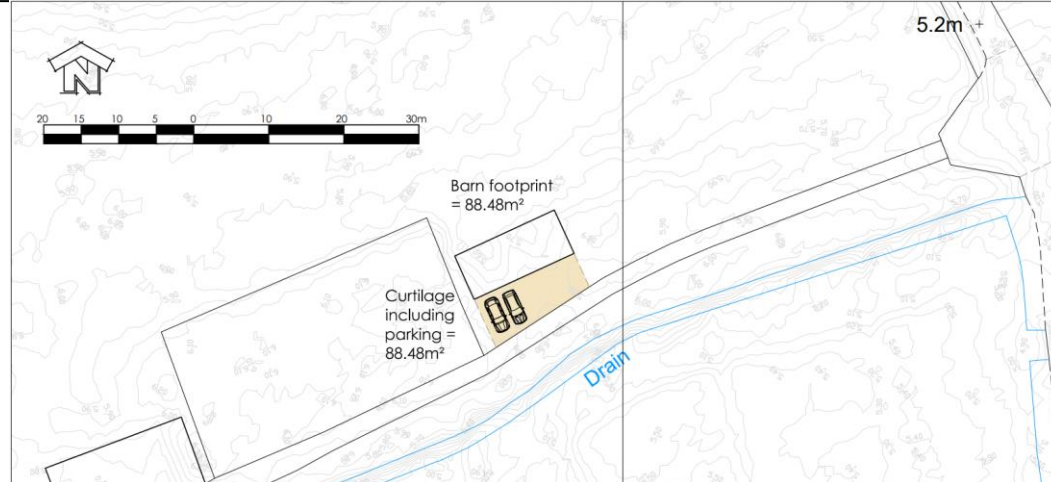
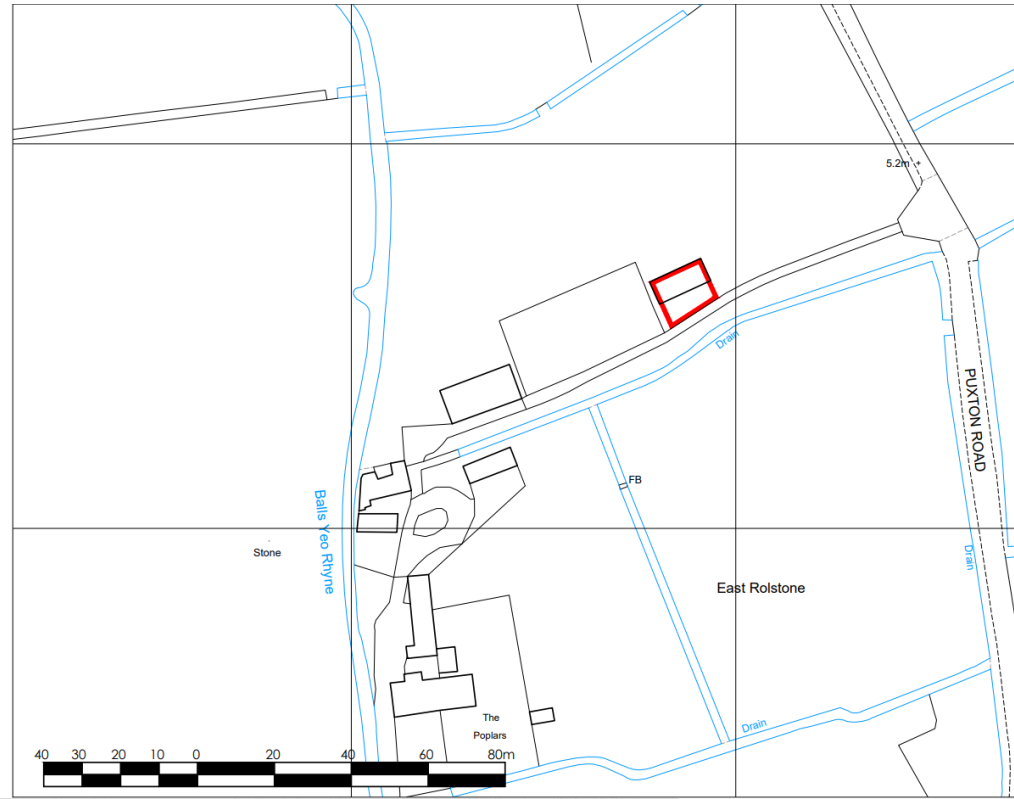
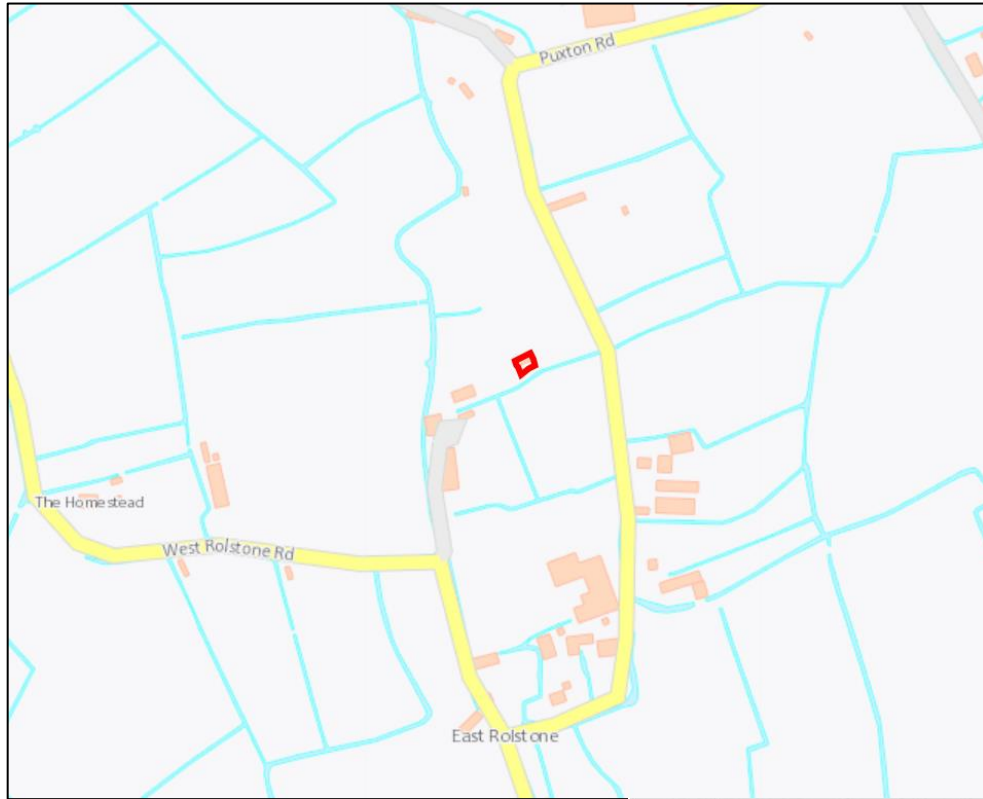
Current Balance = Balance B/Fwd - (Receipt Budget - Actual Receipt) + (Payment Budget - Actual Payments)

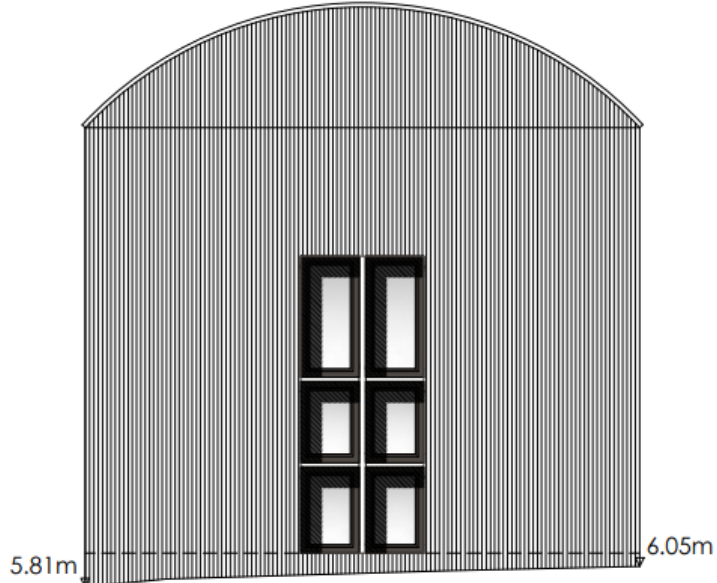
**Regular payments to be made by direct debit, standing order or BACs– for
2023/24**

		Frequency
SO	Clerk basic salary	Monthly
SO	Communications Officer basic salary	Monthly
DD	Pension – NEST	Monthly
DD	YU – unmetered electricity streetlights	Monthly
DD	EDF – metered electricity YCC	Monthly
DD	Mainstream telephone lines x 2 at YCC	Monthly
DD	North Somerset – waste collection at 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	Avantia gas Standing Charge	Quarterly
DD	Avantia LPG Delivery	When requested
DD	Information Commissioners Office - data protection	Annually
DD	TV Licence	Annually
VDD	Land Registry	When requested
BACS	Allotment payment to JK Gunningham	Annually
BACS	JK Gardening (Grass Cutting Contract)	Monthly
BACS	Ambience Landscaping (Dog Bin Contract)	Monthly
BACS	Insight Cleaning (YCC Cleaning Contract)	Monthly
BACS	YMCA Dulverton (Youth Club Contract)	Monthly
BACS	HMRC	Monthly
BACS	GB Sport & Leisure (Play area operational inspections)	Quarterly
BACS	Weston Rail Services (Street light Maintenance)	Quarterly
BACS	Webglu (website maintenance and associated fees)	Quarterly

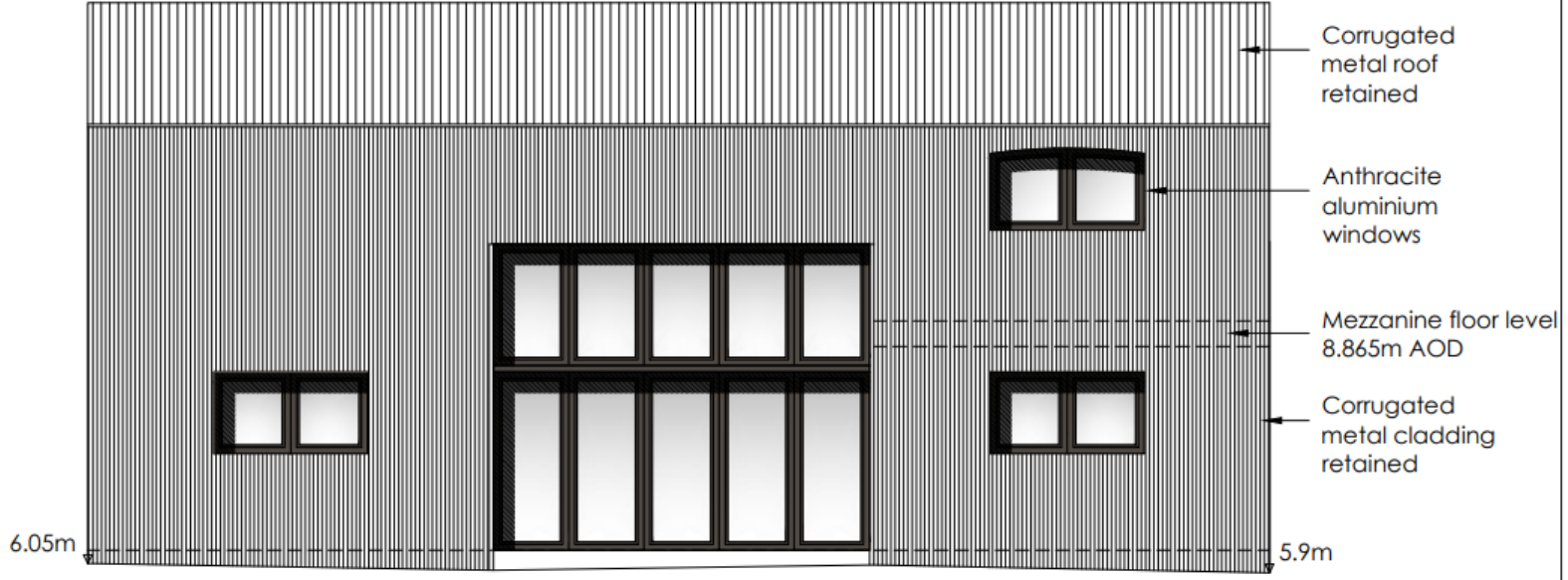
23/P/0608/CQA Agricultural Building To The North Of The Poplars West Rolstone Road Hewish

Prior approval for the conversion of agricultural barn into 1no. dwelling with operational development of insertion of new windows and doors

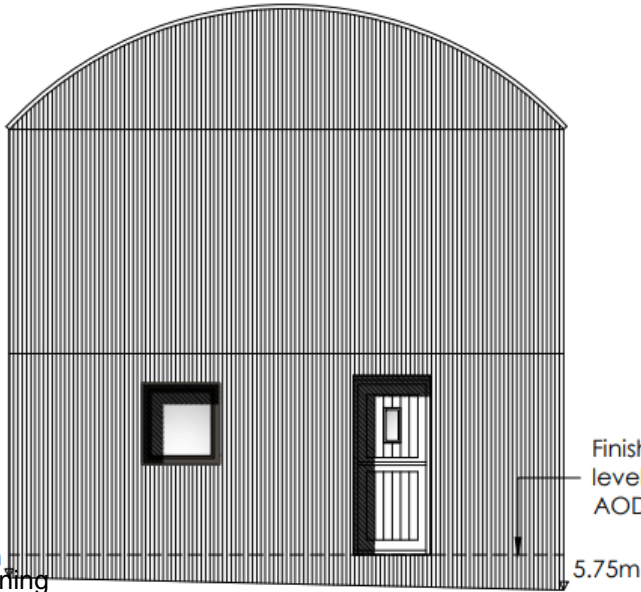
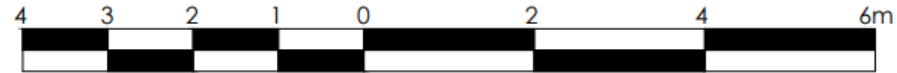




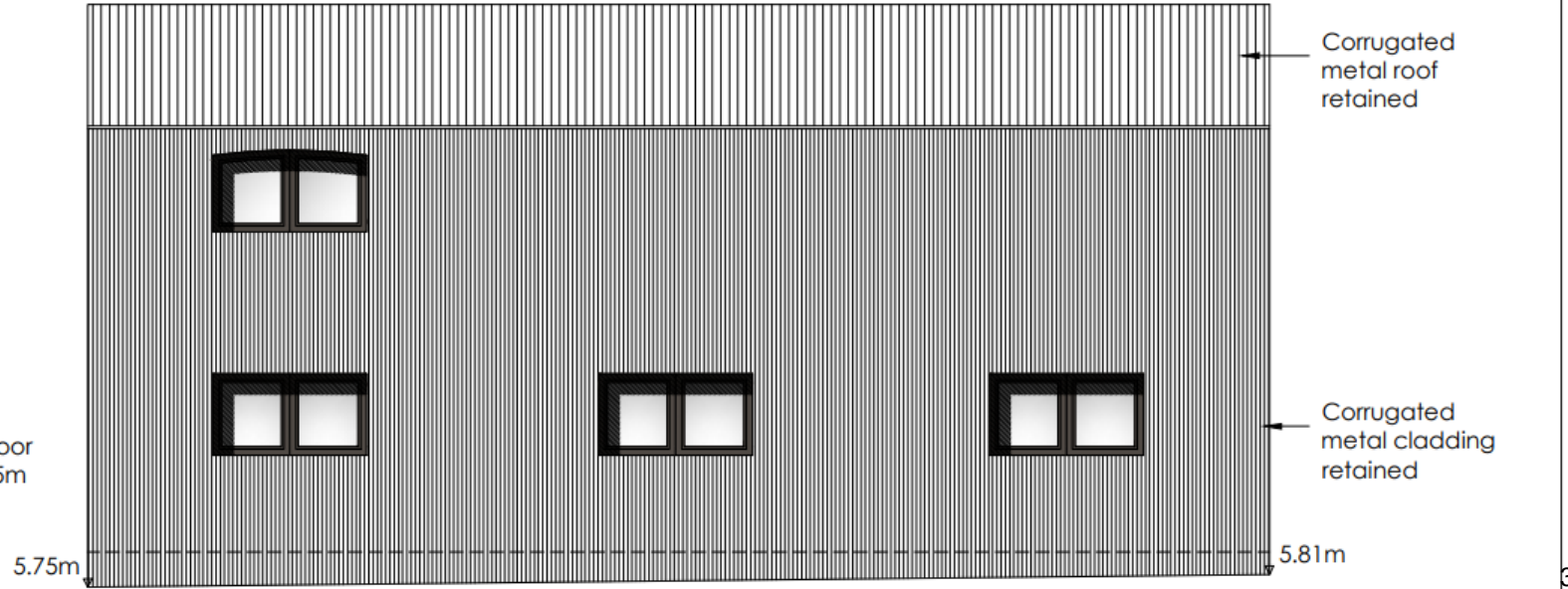
WEST ELEVATION



SOUTH ELEVATION



EAST ELEVATION

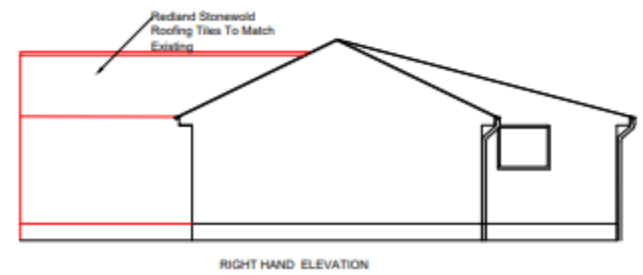
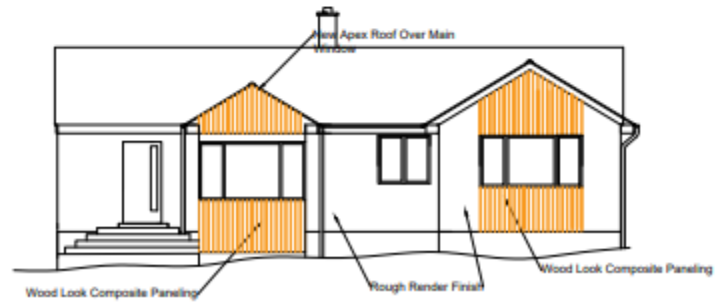
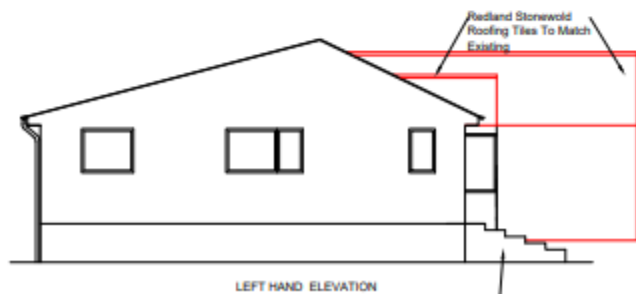
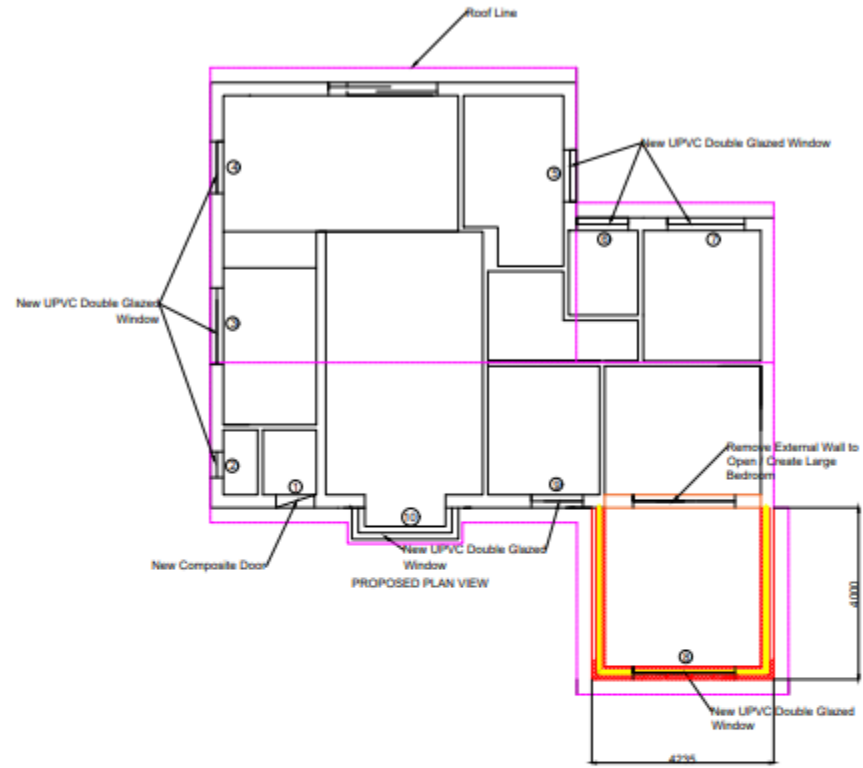


NORTH ELEVATION

Ref. No: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.



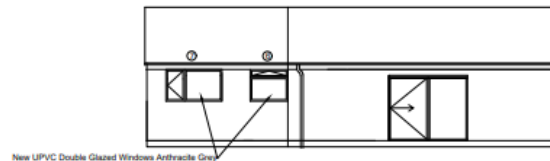


Window & Door Detail

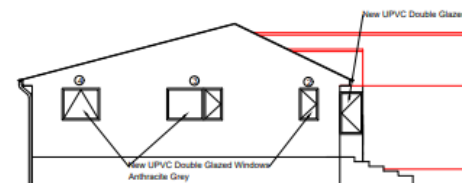
1. New Composite Door 950mm x 2100mm
2. New UPVC Double Glazed Anthracite Window 650mm W x 1150mm H
3. New UPVC Double Glazed Anthracite Window 1800mm W x 1050mm H
4. New UPVC Double Glazed Anthracite Window 1250mm W x 1050mm H
5. New UPVC Double Glazed Anthracite Window 1200mm W x 1050mm H
6. New UPVC Double Glazed Anthracite Window 1200mm W x 1150mm H
7. New UPVC Double Glazed Anthracite Window 1800mm W x 1050mm H
8. New UPVC Double Glazed Anthracite Window 2400mm W x 1250mm H
9. New UPVC Double Glazed Anthracite Window 1200mm W x 1050mm H
10. New UPVC Double Glazed Anthracite Bay Window 601mm x 2300mm W x 601mm x 1400mm H

Notes:

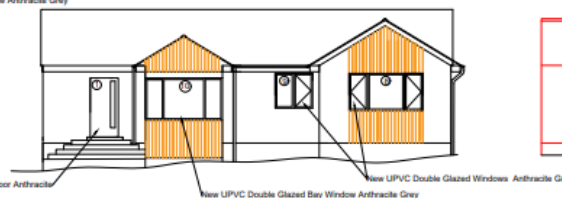
1. Majority of existing Window units have blown double glazed panels
2. Existing Perished Seals causing drafts
3. None of the bedroom windows are fitted with Fire Escape Hinges
4. All new Windows to be supplied and fitted by FENSA Approved Installer



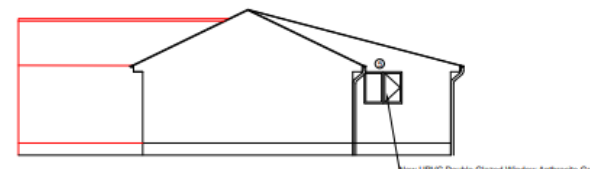
PROPOSED REAR ELEVATION



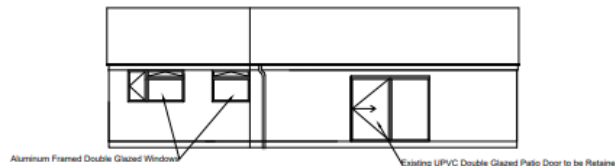
PROPOSED LEFT HAND ELEVATION



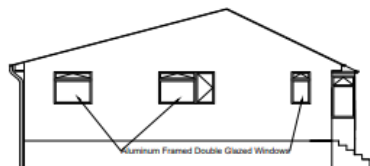
PROPOSED FRONT ELEVATION



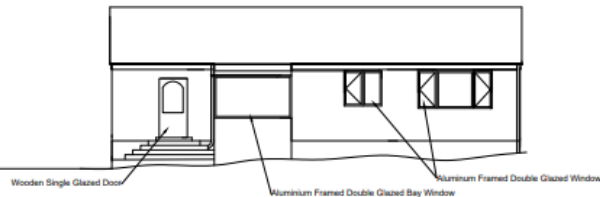
PROPOSED RIGHT HAND ELEVATION



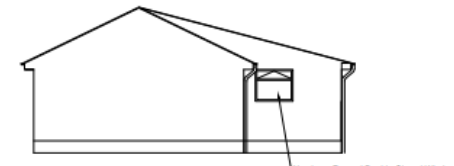
EXISTING REAR ELEVATION



EXISTING LEFT HAND ELEVATION



EXISTING FRONT ELEVATION



EXISTING RIGHT HAND ELEVATION

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)



TO FURTHER ENHANCE

6M GREEN PLOTS 24, 25

INCREASED AND ADJACENT

2M GREEN EASTERN B

TO MAINTAIN

DUAL ASPECTS TO ENSURE HEALTHY PRIMARY AND SECONDARY SURVEILLANCE

TO FURTHER UTILITIES

THE ACCESS FOOTPATH SAFETY

TO BE RELEASED WHERE GARDEN BOUNDARIES

POOR QUALITY WITH NEW KEY LOCATIONS FOR BIODIVERSITY

IN ACCORDANCE WITH LOCAL RECOMMENDATIONS

DWELLING HEDGE TO SURROUND

TO INCLUDE (BUNGALOW) 1.5 STOREY AND TWO STOREY FOREY GARAGES THROUGHOUT THE CHARACTER FOUND IN THE AREA

6M GREEN CENTRAL H

MIX OF 1, 2, 3 AND 4 STOREY DERIVED FROM THESE ARE PROVIDED TO BE BETWEEN DWELLINGS WHICH LONGEST BUILDINGS,

6M GREEN ORDER TO IMPROVE C

25 May Planning

OMITTED FROM CENTRAL B DEBRIS ALL

NORTH VIEW





Street Scene A-A @ 1:200
Frontage to new road, looking West



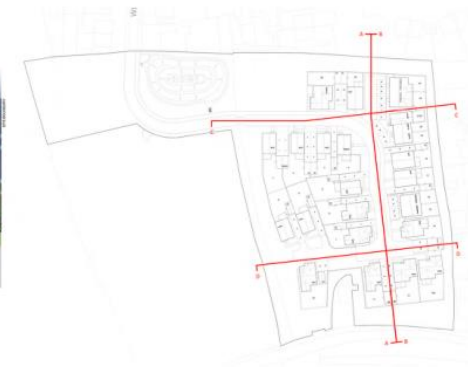
Street Scene B-B @ 1:200
Frontage to new road, looking East



Street Scene C-C @ 1:200
Frontage to new road, looking South



Street Scene D-D @ 1:200
Frontage to new road, looking South



Rev	Description	Date	Initial	Checked
1	Solar PV panels indicated	23.08.20	OC	OC



William Daw Close,
Banwell
Street Scenes/ Sections

Street Scenes
756-12
Drawing

CC
March 2020
A