



MINUTES OF THE PARISH COUNCIL MEETING HELD IN BANWELL YOUTH & COMMUNITY CENTRE AT 7:30pm ON MONDAY 19th of JUNE 2023

PRESENT: Councillors: Paul Blatchford (Chairman), Simon Arlidge, Mike Bailey, Steve Davies, Paul Harding, Nick Manley, Maggie McCarthy and Matthew Thomson.

IN ATTENDANCE: Mrs Liz Shayler (Clerk)
WARD COUNCILLOR: Cllr Joe Tristam & Tom Nicholson
MEMBERS OF THE PUBLIC: Four

Cllr Blatchford welcomed everybody.

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

i) Members of the public

A resident spoke in support of the proposed letter supporting the Banwell Bypass.

A new independent parliamentary candidate introduced themselves. Their intention is to visit every Town and Parish Council in the new parliamentary district, Wells and Mendip Hills.

ii) Community Beat Manager's report

The following report was received for the period 15/05/2023 to 15/06/2023.

Incidents reported = 77 with the following selection of crimes reported: 19 abandoned 999 calls, 3 antisocial behaviour, 6 assault, 8 concern for welfare, 3 criminal damage, 1 harassment, 5 missing person, 2 stalking, 6 suspicious activity, 2 threats and 10 traffic related.

Officers from the local neighbourhood team will be attending "Coffee & Chat" between 10 and 11am on 19th of July, 16th of August & 13th of September for a chat about any concerns residents may have, crime prevention advice, bike security marking and anything else that they can help you with.

For up-to-date information residents can visit 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 Tristam and Cllr Nicholson introduced themselves. Whilst they had nothing to report this month, they were happy to take suggestions on what the Parish Council would like included in a report.

The meeting was convened.

098/23 To receive apologies for absence (agenda item 1)

Apologies were received from Cllrs Kevin Gibbons and Tara Wright,

099/23 To receive members' declarations of interest on any agenda item (agenda item 2)

Maggie McCarthy declared an interest in agenda item 11 as Church Warden, and it is the Church who funds the Banwell News.

100/23 To approve as a correct record, the minutes of the Annual Parish Council meeting on the 15th of May 2023 (agenda item 3)

Resolved – That the minutes of the Annual Parish Council Meeting held on the 15th of May 2023 be approved as a correct record of the meeting with the following amendments.

The resolution was correctly proposed and seconded (unanimous)

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

101/23 To note the following committee Meeting minutes (agenda item 4).

i) Planning Committee Meeting held on the 5th of June 2023.

The minutes were noted.

ii) Youth & Community Centre Committee Meeting held on the 5th of June 2023.

The minutes were noted.

102/23 To receive the Clerk's report/Exchange of information (agenda item 5)

i) Riverside play area

Concern has been raised about the seesaw. Contractors were due last Friday to rectify issues identified with installation however the painting of the swing frame has now been completed.

103/23 To note the training and events available and agree any attendance (agenda item 6)

i) ALCA e-learning on nimble

ii) Breakthrough Communications Training via ALCA

iii) Finance Training via ALCA

iv) 'Scribe' Finance Training

v) Various NALC Training

The training above was noted.

The Clerk tabled an additional training opportunity.

vi) ALCA Planning in Plain English £40, 20th June or 6th July at 6pm.

The training was noted.

104/23 To approve the following expenditure (agenda item 7).

i) £270 for the annual tree survey by Atworth Arboriculture.

Resolved – To agree the cost of £270 for the annual tree survey.

The resolution was correctly proposed and seconded (unanimous)

ii) £180 for a legionella risk assessment by 'Valens Water'.

Resolved – To agree the cost of £180 for a legionella risk assessment.

The resolution was correctly proposed and seconded (unanimous)

iii) Approximately £100 to remove and £500 to replace the fence at the front of the YCC.

Resolved – To agree up to £600 for the replacement fence at the YCC.

The resolution was correctly proposed and seconded (unanimous)

105/23 To agree the following works to the Recreation Ground play equipment (agenda item 8):

- i) **£1122.60 to replace one MUGA panel or £1880.40 for two.**

Resolved – To agree the cost of £1880.40 to replace two MUGA panels.

The resolution was correctly proposed and seconded (unanimous)

- ii) **£344.60 to carry out maintenance recorded on the last operational inspection.**

Resolved – To agree £344.60 to carry out maintenance recorded on the last operational inspection.

The resolution was correctly proposed and seconded (unanimous)

106/23 To note the overcharging of the last article in the Parish News and agree a way forward (agenda item 9):

Resolved – To note the overcharging of the last article in the Parish News and pay what they are asking but request that the price remains fixed until they formally notify the Parish Council. The fixed price to be £28.50 per page and up to £13 editorial costs per edition.

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

107/23 To consider moving from Cathedral Hygiene to Initial Hygiene (agenda item 10):

Resolved – To move from Cathedral Hygiene to Initial Hygiene for clinical waste collection.

The resolution was correctly proposed and seconded (unanimous)

108/23 To agree the Parish Council Questionnaire and the cost of reprinting it in the Parish News (agenda item 11)

Resolved – To agree the Parish Council Questionnaire and the cost of printing it in the Parish News at £28.50 a page plus up to £13 editorial expenses. Cllr Bailey to investigate costs of printing.

The resolution was correctly proposed and seconded (unanimous)

109/23 To agree to hold the following events and agree any expenditure (agenda item 12)

- i) A 'summer clean' on September 23rd
To agree a date of the 23rd of September and the Clerk to purchase refreshments.
- ii) A Christmas Window Wander Trail December 8th - 10th
To agree in principal but to discuss the detail next month.

110/23 To consider a grant application from Great Western Air Ambulance (agenda item 13).

Resolved – To agree a grant of £200 to Great Western Air Ambulance.

The resolution was correctly proposed and seconded (5 in favour and 3 against)

111/23 To note the Banwell Bypass CPO inquiry date of the 11th of July and agree a letter of support (agenda item 14).

Resolved – To note the Banwell Bypass CPO inquiry date of the 11th of July and agree the letter of support presented as part of the agenda pack.

The resolution was correctly proposed and seconded (unanimous).

112/23 To note the Public Space Protection Orders on Banwell Recreation Ground and Youth & Community Centre Area and agree a response (agenda item 15).

Resolved – The Clerk to send a generic letter in support of the Public Space Protection Orders covering Banwell Recreation Ground, the Youth and Community Centre and the generic one covering all enclosed play areas (which includes Riverside).

The resolution was correctly proposed and seconded (unanimous).

113/23 To consider the appointment of an internal auditor for the financial year 2023/2024 & beyond (agenda item 16).

Resolved – To agree that Bridget Bowen be employed as the internal auditor for the next three years of accounts 2023/24, 2024/25 & 2025/26.

The resolution was correctly proposed and seconded (unanimous).

114/23 To authorise bills for payment for June (agenda item 17)

Resolved: To authorise the bills for payment sheet for June of £12,779.24. Cllr Blatchford and Cllr Harding to authorise the BACs payments.

The resolution was correctly proposed and seconded (unanimous)

115/23 To note the Parish Council's end of May's net position, bank balances and bank reconciliation (agenda item 18)

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

116/23 Dates of the next meetings (agenda item 19)

Monday 3rd of July 2023, 7pm Planning Committee at the YCC

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

The Chairman closed the meeting at 20:20

.....Chairman

.....Date

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

Method	Payee	Details	Gross Amount	Comments	Minute agreed	Power
Already Paid						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	095/23	
DD	Mainstream	Phone and Broadband (DD 14.06.23)	£ 3.99	Cancelled	095/23	
To Pay						
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		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	108/23	
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	
BACS	Worle Glass	Replacement window	£ 129.60		YCC 15/23	
BACS	Weston Rail Services	Quarterly Streetlight inspection	£ 1,050.00		095/23	
DD	Loyds Bank PLC	Multipay charge & costs (zoom, microsoft licence, tuck).	£ 391.11		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	
		Totals	£ 12,779.24			
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 Recreation Ground Trust
Charity No. 304472

**Minutes of the Annual Meeting of the Trustees held at 7pm on Monday, 19th June 2023
held at the Youth and Community Centre**

PRESENT: Paul Blatchford (Chairman), Simon Arlidge, Mike Bailey, Steve Davies, Paul Harding, Nick Manley & Maggie McCarthy.

01/23 Apologies for Absence (agenda item 1)

Apologies were received from Kevin Gibbons and Tara Wright

02/23 To appoint a Chairman for the Banwell Recreation Ground Trust for 2023/24 (agenda item 2)

Resolved – That Paul Blatchford be elected as Chairman to the Recreation Ground Trust

The resolution was correctly proposed and seconded (unanimous).

03/23 To appoint a Vice - Chairman for the Banwell Recreation Ground Trust for 2023/24 (agenda item 3)

Resolved – That Paul Harding be elected as Vice-Chairman to the Recreation Ground Trust

The resolution was correctly proposed and seconded (unanimous).

04/23 To Receive any Declarations of Interest (agenda item 4)

None received.

05/23 Minutes of the Annual Meeting of the Trustees held on 17th of October 2022 (agenda item 5)

Resolved – That the minutes be approved as a correct record of the meeting.

The resolution was correctly proposed and seconded (unanimous with 2 abstentions due to absence).

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

06/23 To note the following (agenda item 6).

- i. **Installation of the new play equipment, goals and bins.**
The trustees were informed that the new equipment, funded from the Taylor Fields section 106 development contribution, had now been installed.
- ii. **Remedial work undertaken by Banwell Parish Council on the current play equipment fence.**
The trustees were informed that maintenance work was due to be completed on the teenzone, springer and the bottom of the slide in the next few weeks.

07/23 To review and agree the Recreation Ground Trustees Standing Orders (agenda item 8)

Resolved – To agree the Recreation Ground Trustees Standing Orders

The resolution was correctly proposed and seconded (unanimous).

08/23 To note the plan for an all-weather path around the Recreation Ground and agree that the Parish Council may apply for funding on behalf of the Charity to contribute to its installation.

Resolved – To give permission for Banwell Parish Council to plan an all-weather path around the Recreation Ground and to apply for funding on behalf of the Charity to contribute to its installation.

The resolution was correctly proposed and seconded (unanimous).

09/23 To approve the end of Year Accounts for 2022/2023 (agenda item 9)

Resolved – To approve the end of Year Accounts for 2022/2023

The resolution was correctly proposed and seconded (unanimous).

10/23 To agree the new signatories on the bank mandate (agenda item 10)

Resolved – To agree that the present Parish Councillors would be added to the Lloyds bank mandate.

The resolution was correctly proposed and seconded (unanimous).

11/23 To note the Parish Councils Recreation Ground end of May's budget (agenda item 11)

The Parish Councils Recreation Ground end of May's budget was noted.

12/23 To Consider Any Other Urgent Other Issues Relating to the Recreation Ground (agenda item 13)

The Clerk informed the meeting that there had been a request for Year 6 parents to hold a leavers picnic on the 21st July from 3:30pm until 6pm and were seeking the parish Council permission. The Clerk to send them a letter with the following requirements.

1. Written agreement to put right any damage caused to the Recreation Ground and to leave the ground clear of any litter or other waste generated by your use of the ground.
2. Accept full responsibility for any damage to persons or property arising from use of the Recreation Ground.
3. Fully understand that the recreation ground is a public park and as such members of the public cannot be prevented from entering and using its equipment.
4. The amenities of nearby residents shall be respected and any music or noise will be kept to a minimum as far as is reasonably practicable'

13/23 Date of the next meeting (agenda item 14)

To be determined by the proposed all-weather path quotes obtained.

The Chairman closed the meeting at 7:20pm

.....Chair

.....Date



Minutes of the meeting of the Planning Committee held at Banwell Youth & Community Centre, 7pm on Monday 3rd July 2023.

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

IN ATTENDANCE: David Murphy (Comms officer)

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

No apologies were received.

24/23 To receive declarations of interest (agenda Item 2)

No interests were declared.

25/23 To approve as a correct record the minutes of the Planning Committee Meeting held on the 5th of June 2023 (agenda item 3)

Resolved – That the minutes of the Planning Committee Meeting held on the 5th of June 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.

26/23 To note and comment upon planning applications (agenda item 4).

(i) 23/P/1038/FUL Cannaways Barns Silver Moor Lane Banwell BS29 6LQ

Demolition of 2no. dwellings and an existing agricultural building on site (buildings annotated Units A, D and F on the existing topographical survey plan). Erection of 2no. self-build and custom build replacement dwellings.

Resolved: Objection, outside the settlement boundary and on flood zone 3.

The resolution was correctly proposed and seconded (unanimous)

(ii) 23/P/1234/FUL Land Farm Puxton Road Hewish BS24 6UE

Extension of an agricultural barn at Land Farm, Hewish

Resolved: This application was noted

The resolution was correctly proposed and seconded (unanimous)

(iii) 23/P/1235/FUL Land Farm Puxton Road Hewish BS24 6UE

Proposed erection of a new roof structure over existing silage pit at the North of the site.

Resolved: This application was noted

The resolution was correctly proposed and seconded (unanimous)

(iv) 23/P/1236/FUL Land Farm Puxton Road Hewish BS24 6UE

Erection of a Roofed Structure over existing Silage Pit at the West of the site.

Resolved: This application was noted

The resolution was correctly proposed and seconded (unanimous)

(v) 23/P/1247/FUL Land Farm Puxton Road Hewish BS24 6UE

Erection of a Roofed structure over existing yard between the East and West barns.

Resolved: This application was noted

The resolution was correctly proposed and seconded (unanimous)

27/23 To note the following planning applications (agenda item 5).

- (i) **23/P/1068/R3 Land North Of The A368, Towerhead Road East Of Towerbook Farm Banwell**
Proposed 140metre section of the Sandford to Churchill shared use path (SUP) proposed as part of the Banwell Bypass scheme (ref: 22/P/1768/R3EIA) on land north of the A368, Towerhead Road, Banwell

This application was noted

- (ii) **23/P/1122/AOC Summer Lodge Summer Lane Banwell BS29 6LP**
Request to discharge condition 3i from 19/P/0314/FUL (appeal ref APP/DO12/W/19/3238762) 18_950_011 (Conditions Site Development Scheme), 18_950_012 (Conditions Site Restoration Scheme), Acoustic Fencing Example and external lighting.

This application was noted

- (iii) **23/P/1196/NMA Land West Of Wolvershill Road, North Of Wolvershill Park And Knightcott Park Banwell**
Non-material amendment to reserved matters application 21/P/1735/RM (reserved matters application for appearance, landscaping, layout and scale for erection of 54no. dwellings, including 16no. affordable housing units (30%), along with the provision of informal public open space and associated works pursuant to outline planning permission 18/P/4735/OUT) to allow for window changes to plot 28 and omit vehicle access gates to plot 24. 7 (Construction Method Statement) of application 19/P/2635/FUL.

This application was noted.

28/23 To note planning decisions – (agenda item 6)

- (i) **21/P/0058/MOD Land South of Churchland Way Banwell Weston-super-Mare**
Modification of Section 106 legal agreement on permission 12/P/1266/OT2 to allow amendments to the timing and level of obligations. **APPROVE (modify s106)**
- (ii) **23/P/0072/FUL Land to Rear of Banwell Garage 20 Knightcott Road Banwell**
Erection of 2no. semi-detached dwellings, 1no. detached dwelling and 1no. replacement domestic garage with associated works following the demolition of 2no. existing buildings on site. **APPROVE**
- (iii) **23/P/0191/FUL Land Adjacent to Wolvershill Road Banwell**
Application for installation of a below ground pump station with details of associated kiosk, access, drainage basin design amendments, landscaping and fencing enclosure. **APPROVE**
- (iv) **23/P/0214/FUH Abbey Towers East Street Banwell North Somerset BS29 6BW**
Proposed demolition of existing garden flat roofed timber and glass greenhouse/shed and replace with home office and erection of a separate new greenhouse. **APPROVE**
- (v) **23/P/0215/LBC Abbey Towers East Street Banwell North Somerset BS29 6BW**
Proposed demolition of existing garden flat roofed timber and glass greenhouse/shed and replace with home office and erection of a separate new greenhouse. **APPROVE**
- (vi) **23/P/0295/LDE Perries Hillend Locking North Somerset BS24 8PG**
Certificate of lawfulness for a park home (static caravan) as an existing building used as a dwellinghouse (C3 use class) and associated operational development to include moving of the land to affix the park home (static caravan) to the ground. **REFUSE**
- (vii) **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) **APPROVE**
- (viii) **23/P/0924/AOC Elmfield Whitecross Lane Banwell North Somerset BS29 6DP**
Discharge of Condition Number 9 (Construction Method Statement) from application 22/P/3009/FUL. **APPROVE**

(ix) **23/P/0974/AGATowerbrook Farm Catworthy Lane Banwell North Somerset BS29 6PQ**

Application to determine if prior approval is required for an agricultural barn to provide additional machinery storage and storage for hay and fodder. **PRIOR APPROVAL NOT REQUIRED**

29/23 Date of the next meeting (agenda item 7)

Planning Meeting Monday 7th of August 2023 7pm at Banwell Youth & Community Centre

The Chairman closed the meeting at 19:15

.....Chairman

.....Date



Banwell Parish Council

Banwell Youth & Community Centre

West Street, Banwell. BS29 6DB

Telephone: (01934) 820442

Email: clerk@banwellparishcouncil.org.uk

MEETING: Cemetery and Memorials Working Group.

DATE & TIME: Tuesday, 4th July 2023 at 6pm.

LOCATION: Banwell Cemetery, St Andrews Church, Church Street, Banwell.

PRESENT: Parish Councillors, Paul Blatchford, Steve Davies, Kevin Gibbons, Paul Harding, Maggie McCarthy: plus co-opted member John Keate (Cemetery Orderly).

Also present: Liz Shayler (Clerk), Phillip Curnow (Adams Memorials).

NOTES

01/23 To elect a Chairman (agenda item 1)

Resolved: To elect Cllr Blatchford as Chairman of the Working Group.

The resolution was correctly proposed and seconded (unanimous)

02/23 To elect a Vice-Chairman (agenda item 2)

Resolved: To elect Cllr McCarthy as Vice-Chairman of the Working Group.

The resolution was correctly proposed and seconded (unanimous)

03/23 To receive apologies for absence (agenda item 3)

No apologies were received.

04/23 To receive members' declarations of interest on any agenda item (agenda item 4)

John Keate as Cemetery Orderly declared an interest in all matter of expenditure.

05/23 To agree the notes of the meeting held on the 5th of October 2022 (agenda item 5)

Resolved: To agree the notes of the meeting held on the 5th of October 2022.

The resolution was correctly proposed and seconded (unanimous)

06/23 Matters for Information / Clerks Report (agenda item 6)

i) Interment of archaeological remains.

The Clerk was waiting for a quote for the interment to be brought to the next Parish Council meeting.

ii) **Compost Area**

The compost bin has been removed and a green bin has been sourced which is regularly emptied. The Chairman thanked the Cemetery Orderly saying how much tidier it was.

iii) **Remembrance Garden**

Unfortunately, a wasp's nest has been spotted in the Remembrance Garden. The Cemetery Orderly to monitor it and the Clerk to inform anyone wishing to scatter ashes.

07/23 To suggest any work needed on the paths, trees, garden and the compost area in the Cemetery (agenda item 7)

i) **Moss**

The Cemetery Orderly to monitor and spray, when necessary, the moss on the path.

ii) **Trees**

The Clerk informed the working party that the trees would be checked later this month.

08/23 To note the Cemetery and Memorials Budget and income (agenda item 9)

The Cemetery and Memorials Budget and income were noted.

09/23 To undertake a memorial inspection (agenda item 9)

A memorials safety inspection was undertaken.

10/23 Date of next meeting (agenda item 10)

TBD October 2023 Banwell Cemetery

The Chairman closed the meeting at 18:30

.....Chairman

.....Date

Committee Members 2023/24

Current members already filled in. Please consider carefully whether you will be available when the committee is held.

Planning 1 st Monday of the month	Youth and Community Centre 1 st Monday of the month (every 2 months)
Cllr Blatchford	Cllr Harding
Cllr Davies	Cllr Manley
Cllr Harding	Cllr McCarthy
Cllr Manley	Cllr Thomson
Cllr Thomson	Cllr Wright
Employment 1 st Monday March & September	Appeals When needed
Cllr Blatchford	Cllr Bailey
Cllr Harding	Cllr Davies
Cllr McCarthy	Cllr Thomson
Cllr Arlidge	
Cemetery & Memorials Working Group	Banwell Sustainability Working Group
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 Chairman and Vice Chairman of the Parish Council are able to attend any committee & working party as ex-officio with voting rights.

Tenancy Agreement

An agreement made this 5th day of May in the year 2023

Between REDACTED

(hereinafter, "the Landlord") of the one part ; and

Banwell Parish Council, c/o Liz Shayler, Parish Clerk, Banwell Youth and Community Centre, West Street, Banwell. BS29 6DB

(hereinafter, "Parish Council") of the other part

IT IS NOW AGREED as follows:

- (a) The Landlord agrees to let and the Parish Council agrees to take ALL THAT piece of land known as field number OS 709 containing 4.79 acres or thereabouts as is shown hatched red on the plan annexed ("the land").
- (b) The rent for the land shall be paid at the rate of £400 an acre for that part of the land as is utilised for allotments and £60 an acre for that part that is not so utilised.
- (c) It is agreed that not less than 2 acres of the land will be deemed to be utilised for allotments throughout the term of this Agreement and accordingly the initial rent shall be £968 a year payable yearly in advance, the first payment being made on the date hereof for the period 1st May 2017 to 30th April 2018.
- (d) The rent shall be subject to an annual review (but shall never be less than £968 a year) and should the area utilised for allotments exceed 2 acres the Parish Council shall notify the Landlord and the rent shall be increased on the basis of rent of £400 an acre for the allotment area and £60 an acre for the remainder.
- (e) It is agreed that if the area utilised for allotments exceeds 2 acres but is less than 2.5 acres the rent shall nevertheless be paid at the rate of £400 an acre for 2.5 acres; if more than 2.5 acres but less than 3 acres then the rent shall be paid at the rate of £400 an acre for 3 acres, and so on in half acre increments.
- (f) On a valid determination of the Lease the Landlord shall repay to the Parish Council any part of the rent paid in advance by the Parish Council in respect of the period from the date of such determination to the day before the next payment date of such rent.

This Agreement is subject to the **Allotments Acts 1908 - 1950**; to any Regulations indorsed to or on this Agreement; and to the following Conditions:

- 1. The Rent shall be paid on the 1st day of May in any year.
- 2. The Parish Council shall cause the land to be used for Allotment Gardens that will be wholly managed by the Banwell Allotments Society (that is to say wholly or mainly for the production of vegetable or fruit crops for consumption by the (Tenants of the Allotment Society and their family) and for no other purpose; any and all Tenants to keep plots clean and free from weeds and in a good state of cultivation and fertility and in good condition at all times.

3. The Allotments Society shall ensure that Tenants shall not cause any nuisance or annoyance to the occupier of any other Allotment Garden, or obstruct any path set out by the Landowner for the use of occupiers of the Allotment Gardens.
4. It shall be a condition of an Allotment letting agreement that Tenants shall not underlet, assign, or part with possession of the Allotment Society or of any part thereof without express written consent of the Landowner who, for the purpose of this Agreement is, and shall remain, the Landlord Paramount.
5. The Allotment Society shall see to it that Tenants shall not, without express written consent of the Landlord Paramount, cut or prune any timber or other trees or take, sell or carry away any mineral, sand, clay or earth.
6. The Allotment Society shall see to it that Tenants shall not keep any livestock on the allotment except that permitted under Statute without the prior express written consent of the Landlord Paramount.
7. The Allotment Society shall see to it that every hedge which forms part of the boundary of Allotment Gardens properly cut and trimmed, shall keep all ditches properly cleansed and maintained, and shall keep in repair any other fences and any other gates and sheds and will arrange for payment of any mains water used on the Allotment Gardens, the Society will also agree to reinstate any and all lands to their original state and to cover any cost involved on or before expiry of the Tenancy.
8. The Allotment Society shall see to it that Tenants shall not use any barbed or razor wire for a fence adjoining any path set out by the Landowner for the use of the occupiers of the Allotment Gardens, will also ensure that no glass, galvanised iron sheeting or carpet is used on the Allotment Gardens, any water storage containers will be child safe and of an approved specification.
9. The Allotment Society will carry out all necessary Health & Safety risk assessments and will advise all tenants as part of their introduction to the Allotment Garden will also accept responsibility for all Safety Issues in and around site to include access and ingress to and from the site.
10. The Allotment Society shall see to it that Tenants shall not, without express written consent of the Society, erect any building on the Allotment Garden, except buildings erected pursuant to **Section 12 Allotments Act 1950**; all sheds shall be of the Landlord's approved specification only and the Society shall be responsible for removal of any building on or before expiry of the Tenancy.
11. As regards the Allotment Society: the Society shall see to it that Tenants shall observe and carry out any and all conditions and covenants contained in the Lease under which the Authority holds the land from the Landlord ; and any and all conditions which bind the Landlord and contained in the Head Lease.
12. The Tenancy of the Allotment Garden shall terminate whenever any Tenancy or Right of Occupation of the Landlord shall terminate. It may also be terminated by the Landlord Paramount by re-entry on to the land after one month's notice:
 - 12.1 if the Rent is in arrears for not fewer than 40 days ; **or**

- 12.2** where the Parish Council is not duly observing and/or carrying out the terms of the Tenancy ; **or**
- 12.3** where the Allotment Society becomes bankrupt or compounds with its creditors.

The Tenancy may also be terminated by the Landlord, or by the Parish Council, by the giving of twelve (12) months previous notice in writing; such notice to expire not later than **March 25th** (Lady Day) or not earlier than **September 29th** (Michaelmas) in any year. By virtue of **section 1 (1) (a) Allotment Act 1922** the date of expiry of notice must not fall between Lady Day and Michaelmas.

- 13.** The Parish Council shall pay the stamp duty and legal costs on this Agreement. (Stamp Duty is not payable unless the Agreement is for longer than seven years.)

Signed

Landlord (Landlord Paramount)

WitnessDate

Signed

For and on behalf of the Parish Council

WitnessDate

Tenancy Agreement

An agreement made this 12th day of July in the year 2023.

Between Banwell Parish Council, c/o Liz Shayler, Parish Clerk, Parish Office, Banwell Youth & Community Centre, West Street, Banwell, BS29 6DB

(hereinafter, "the Landlords") of the one part; and

Banwell Allotments Society, c/o Mr Jerry Corfield

(Hereinafter, "The Society") of the other part

(a) WHEREAS the Landlords (Parish) agree to lease, and the Society agrees to take on a seven year tenancy from the 1st day of May in the year 2024 that land known as Field Number O.S.709 hatched in red on the map annexed to this Agreement provided by the Landowner and comprised of 4.798 acres or thereabouts (and subject to any exceptions and reservations contained in any Lease under which the Landowner might hold said land) at the rental of one thousand, six hundred, forty seven pounds and eighty eight pence (£1647.88) payable yearly and at a proportionate rent for any part of a year over which the Tenancy may extend.

(b) Should the area utilised for allotments exceed two acres during the term of this lease, then the rental shall be recalculated from the next annual review on the basis of a rental value of £400 per acre for the area cultivated as allotments and £60 per acre for the remainder of the site. If the area utilised for allotments exceeds 2 acres but is less than 2.5 acres the rent shall nevertheless be paid at the rate of £400 an acre for 2.5 acres; if more than 2.5 acres but less than 3 acres then the rent shall be paid at the rate of £400 an acre for 3 acres, and so on in half acre increments.

This Agreement is subject to the **Allotments Acts 1908 - 1950**; to any Regulations indorsed to or on this Agreement; and to the following Conditions:

The Society shall be run in accordance with:

NSALG Constitution & Rules (*as part of and attached to this agreement*).

1. The Rent shall be paid on the 1st day of May in any year.
2. The Society shall cause the land to be used for Allotment Gardens that is to say wholly or mainly (no less than 75%) for the production of vegetable or fruit crops for consumption by the (tenants of the Allotment Society and their family) and for no other purpose; any and all tenants to keep plots clean and free from weeds and in a good state of cultivation and fertility.

The Society will ensure that all tenants understand and abide by the terms and conditions as set out in their annual tenancy agreement. (*Copy as attached to this agreement*). The Society will carry out regular inspections during the growing season.

3. The Allotments Society shall ensure that tenants shall not cause any nuisance or annoyance to the occupier of any other Allotment Garden, or obstruct any path set out by the Landowner for the use of occupiers of the Allotment Gardens.
4. It shall be a condition of an allotment letting agreement that tenants shall not underlet, assign, or part with possession of the Allotment Society or of any part thereof without

express written consent of the Landowner who, for the purpose of this Agreement is, and shall remain, the Landlord Paramount.

5. The Allotment Society shall see to it that tenants shall not, without express written consent of the Landlord Paramount, cut or prune any timber or other trees or take, sell or carry away any mineral, sand, clay or earth.
6. The Allotment Society shall see to it that tenants shall not keep any livestock on the allotment except that permitted under Statute without the prior express written consent of the Landlord Paramount.
7. The Allotment Society shall see to it that every hedge which forms part of the boundary of Allotment Gardens properly cut and trimmed, shall keep all ditches properly cleansed and maintained, and shall keep in repair any other fences and any other gates and sheds and will arrange for payment of any mains water used on the Allotment Gardens. The Society will also agree to reinstate any water supplies to their original state and to cover any cost involved on or before expiry of the Tenancy.
8. The Allotment Society shall see to it that tenants shall not use any barbed wire for a fence adjoining any path set out by the Landowner for the use of the occupiers of the Allotment Gardens, will also ensure that no glass, galvanised iron sheeting or carpet is used on the Allotment Gardens.
9. The Allotment Society will carry out all necessary health & safety risk assessments and will advise all tenants as part of their introduction to the Allotment Garden and will also arrange Public Liability Insurance for the Society and its members.
10. The Allotment Society shall see to it that Tenants shall not, without the express written consent of the Society, erect any building on the Allotment Garden, except buildings erected pursuant to **section 12 Allotments Act 1950**; all sheds shall be of the landowners' approved specification only and the Society shall be responsible for removal of any building on or before expiry of the Tenancy.
11. As regards the Allotment Society: the Society shall see to it that tenants shall observe and carry out any and all conditions and covenants contained in the Lease under which the Authority holds the land from the Landowner; and any and all conditions which bind the Landowner and contained in the Head Lease.
12. The Tenancy of the Allotment Garden shall terminate whenever any Tenancy or Right of Occupation of the Landowner shall terminate.

It may also be terminated by the Landlord Paramount by re-entry on to the land after one month's notice:
 - 12.1 if the Rent is in arrears for not fewer than 40 days; **or**
 - 12.2 where the Society is not duly observing and/or carrying out the terms of the Tenancy ; **or**
 - 12.3 where the Allotment Society becomes bankrupt or compounds with its creditors.The Tenancy may also be terminated by the Landowner, or by the Parish Council, by the giving of twelve (12) months' previous notice in writing; such notice to expire not later than **March 25th** (Lady Day) or not earlier than **September 29th** (Michaelmas) in any year. By virtue of **section 1 (1) (a) Allotments Act 1922** the date of expiry of notice must not fall between Lady Day and Michaelmas.
13. The Society shall pay the Stamp Duty on this Agreement.
(Stamp Duty is not payable unless the Agreement is for longer than seven years.)

SignedDate

Landlord

Witness

Signed Date.....

For and on behalf of the Society

Witness

Bills for Payment - 19th June to the 12th July 2023
Banwell Parish Council

Method	Payee	Details	Gross Amount	Comments	Minute agreed	Power
Already Paid						The Parish Council
DD	YU	Streetlight Power (May)	£ 212.17	There are 2 MPAN numbers	095/23	
DD	YU	Streetlight Power (May)	£ 9.19		095/23	
BACS	Air Ambulance	Grant	£ 200.00	There are 2 MPAN numbers		
DD	Unity Trust	Manual Handling	£ 0.30			
DD	YU	Streetlight Power (June)	£ 195.86			
DD	YU	Streetlight Power (June)	£ 9.19			
DD	Mainstream	Phone and Broadband (DD 14.07.23)	£ 141.94		095/23	
To Pay				awaiting invoice Final payment		
BACS	J K Gardening	Grass cutting & Village Orderly contract	£ 1,043.34		095/23	
BACS	J K Gardening	Environmental Fee £40	£ 40.00			
BACS	Ambience Landscape	Dog Bin emptying	£ 629.20		095/23	
BACS	Insight Cleaning	YCC Cleaning Dec 2022	£ 216.00		095/23	
BACS	YMCA	Youth Club	£ 540.00		095/23	
BACS	Cathedral Leasing Ltd	Settlement fee	£ 584.95		107/23	
BACS	Microbitz	2 new batteries	£ 219.98		Admin	
BACS	ALCA	Plannning Training	£ 40.00		Admin	
DD	EDF	YCC Electricity (18.07.23)	£ 92.87		095/23	
DD	Loyds Bank PLC	Multipay charge & costs (zoom, microsoft licence, tuck, 2 x laptops).	£ 721.21		095/23	
SO	Officer Salaries	Officer Salaries	£ 2,786.46		095/23	
DD	Nest	Pension contibutions	£ 233.68		095/23	
DD	North Somerset	YCC Waste Collection	£ 9.50		095/23	
BACS	HMRC	PAYE and NI	£ 669.54		095/23	
DD	ICO	Data Protection renewal Fee	£ 35.00		095/23	
Totals			£ 8,630.38			
BACS	Bank Transfer	Unity Account to cemetery account	£ 180.00		Admin	

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

<u>Cemetery & Memorials</u>		<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
<u>Code</u>	<u>Title</u>		<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
101	Cem Grass Cutting				1,950.00	487.50	1,462.50
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	120.00	1,925.00
106	Cemetery software				450.00		450.00
					9,945.00	£607.50	9,337.50

<u>Cemetery Income</u>		<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
<u>Code</u>	<u>Title</u>		<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
110	Cemetery Income			2,299.74			2,299.74
111	Cemetery Bank interest			75.26			75.26
				£2,375.00			2,375.00

<u>Clerk & Administration</u>		<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
<u>Code</u>	<u>Title</u>		<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
201	Salary & NI				37,400.00	10,329.40	27,070.60
202	Clerk pension				800.00	745.79	54.21
203	Advertising				500.00	102.00	398.00
204	Insurance				2,100.00	2,226.55	-126.55
205	Subscriptions inc ALCA &				2,300.00	1,850.91	449.09
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	40.00	360.00
210	Grants & Donations				5,000.00	200.00	4,800.00
211	Chairmans Allowance				300.00	259.48	40.52
213	Bank Charges				200.00	40.05	159.95
215	Risk Assessments				150.00		150.00
					51,350.00	£16,594.18	34,755.82

<u>Earmarked Reserves</u>		<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
<u>Code</u>	<u>Title</u>		<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
214	Food bank			250.00		192.35	57.65
218	Jubilee & Coronation				500.00		500.00
504	CIL					1,249.00	-1,249.00
809	Social Prescribing Commu						
815	Refreshments			0.01		4.87	-4.86
				£250.01	500.00	£1,446.22	-696.21

<u>Environment</u>		<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
<u>Code</u>	<u>Title</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	411.71	1,633.29
303	Env Hedge / Fence / Tree				300.00		300.00
304	Village Orderly		435.81		4,710.00	1,177.50	3,096.69
305	Dog Bins				6,568.00	1,626.33	4,941.67
306	Env Maintenance / Inspec				2,000.00	1,407.60	592.40
307	Env Projects				3,000.00	845.54	2,154.46
308	Env Grant		7,149.00				-7,149.00
309	Riverside Project				48,280.52	40,233.76	8,046.76
			9,232.69	£1,647.88	68,551.40	£47,350.32	13,616.27

<u>Highways</u>		<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
<u>Code</u>	<u>Title</u>		<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
401	Street light power				4,000.00	677.62	3,322.38

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	875.00	2,625.00
403 Street light upgrade	1,400.00		1,400.00
404 Highways related projects	3,000.00		3,000.00
	11,900.00	£1,552.62	10,347.38

Income

<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>	<u>Payments</u>	<u>Current Balance</u>
			Budget	Actual	Budget
501	Misc Income		100.00	120.95	20.95
502	Annual Precept		122,646.03	61,323.01	-61,323.02
503	VAT				
			122,746.03	£61,443.96	-61,302.07

Recreation Ground

<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>	<u>Payments</u>	<u>Current Balance</u>
			Budget	Actual	Budget
601	Rec Grass Cutting			2,250.00	1,733.25
602	Rec Maintenance			2,000.00	1,155.00
603	Rec Tree & Fence Work			300.00	300.00
604	Rec Inspections			400.00	333.00
605	Rec Play Equipment & Be			2,512.80	2,512.80
				7,462.80	£1,428.75
					6,034.05

Youth & Community Centre

<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>	<u>Payments</u>	<u>Current Balance</u>
			Budget	Actual	Budget
701	YCC upgrade			25,000.00	25,000.00
702	YCC repairs & maintenanc			3,000.00	2,286.68
703	YCC CCTV			200.00	200.00
704	YCC Electricity			2,000.00	1,664.35
705	YCC Gas			2,000.00	1,616.99
706	YCC water			600.00	600.00
707	YCC waste		114.00	620.00	585.01
708	YCC cleaning & supplies			2,700.00	2,087.34
709	Office Equipment inc Web			2,500.00	1,952.17
710	YCC phone & wifi			1,000.00	879.94
711	YCC Grass cutting			1,125.00	866.62
712	YCC hedge, fence & tree \			500.00	500.00
713	YCC grants & donations		1,000.00	1,000.00	
714	YCC income		500.00	336.00	-164.00
715	YCC Booking software			350.00	350.00
			1,500.00	£1,450.00	41,595.00
					£3,119.90
					38,425.10

Youth Club

<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>	<u>Payments</u>	<u>Current Balance</u>
			Budget	Actual	Budget
801	YC sessions			9,000.00	7,616.97
802	YC budget			400.00	175.11
803	YC extraordinary activities			2,000.00	2,000.00
804	YC Printer				
805	YC subscriptions		550.00	162.70	-387.30
806	Tuck Shop		100.00	123.50	-30.08
807	Youth Forum			200.00	200.00
			650.00	£286.20	11,700.00
					£1,761.50
					9,574.70

NET TOTAL

134,128.72 £67,453.05 203,004.20 £73,860.99 62,467.54

Banwell Parish Council

Prepared by: _____

Date: _____

Name and Role (Clerk/RFO etc)

Approved by: _____

Date: _____

Name and Role (RFO/Chair of Finance etc)

A	Bank Reconciliation at 30/06/2023		
	Cash in Hand 01/04/2023		235,064.81
	ADD Receipts 01/04/2023 - 30/06/2023		73,653.19
	SUBTRACT Payments 01/04/2023 - 30/06/2023		83,930.66
	Cash in Hand 30/06/2023 (per Cash Book)		224,787.34
B	Cash in hand per Bank Statements		
	Petty Cash 30/06/2023	0.00	
	Lloyds Credit Card 30/06/2023	0.00	
	Unity Trust Bank (20398572) 30/06/2023	74,234.50	
	PC Reserve Saver account (81413) 30/06/2023	44,923.21	
	Cemetery Reserve Account (59678) 30/06/2023	12,329.64	
	Natwest Current account (5335765) 30/06/2023	93,299.99	
			224,787.34
B	Less unrepresented payments		
			224,787.34
	Plus unrepresented receipts		
	Adjusted Bank Balance		224,787.34
	A = B Checks out OK		