



Banwell Youth and Community Centre,  
West Street, Banwell. BS29 6DB  
01934 820442

10<sup>th</sup> October 2023

Members of the public and press are entitled to be at the following meeting in accordance with the Public Bodies (Admission to Meeting) Act 1960 Section 1 unless excluded by the Parish Council by resolution during the whole or part of the proceedings. Such entitlement does not however include the right to speak on any matter except at the commencement of the meeting given over specifically for that purpose.

**To: The Chairman and all members of Banwell Parish Council.**

**You are summoned to attend a Meeting of Banwell Parish Council, to be held at the Youth & Community Centre (YCC) on Monday 16<sup>th</sup> October 2023 at 7:30pm, when the following business will be transacted.**

**The meeting will be livestreamed on Facebook or can be joined virtually via zoom**  
<https://us02web.zoom.us/j/308292669>.

*Liz Shayler*

Clerk to the Council

Before the meeting begins there will be a public participation session – *This session is open to the Public to present comments, observations, information, petitions or lead deputations and is the only time members of the public may participate. (Please note that the Council is unable to make formal decisions under this item)*

- i) Banwell Bypass Team update (20 mins).
- ii) Members of the public.
- iii) Community Beat Manager's report.
- iv) Ward Councillor's report.

## **A G E N D A**

1. To receive apologies for absence. Cllr Harding & Cllr Manley
2. To receive members' declarations of interest on any agenda item.
3. To approve as a correct record the minutes of the Parish Council Meeting held on the 18<sup>th</sup> of September 2023 (pages 1 – 6)
4. To note the following minutes
  - i) Employment Committee Meeting Minutes from the 25<sup>th</sup> September 2023 (pages 7 & 8)
  - ii) Planning Committee Meeting Minutes of the 2<sup>nd</sup> of October (pages 9 - 11)
5. To receive the Officer report/Exchange of information: Please note that the Council is unable to make any formal decision under this item (page 12)
  - i) Locum Comms Officer and Locum Assistant Clerk.
  - ii) £10,000 Rural England Prosperity Fund (REPF) Conditional Offer.
  - iii) Christmas Market
  - iv) Remembrance Day
  - v) 126 bus route
  - vi) Community Infrastructure Levy (CiL) Payment.
6. To note the training and events available and agree any attendance.
  - i) ALCA e-learning on nimble £14 each [E-Learning Courses ALCA](#)
  - ii) Breakthrough communications training £30 [Communications Courses ALCA](#)
  - iii) Various finance training £30 [Finance Training ALCA](#) e.g. Finance for Councillors Nov 2<sup>nd</sup>/7<sup>th</sup>/14<sup>th</sup>
  - iv) Various Scribe finance training (this is our accounting package) Free [Scribe Training](#)
  - v) Various NALC training £30 [www.nalc.gov.uk/nalc-events](http://www.nalc.gov.uk/nalc-events)

- vi) SLCC Creating a Strategic Vision for Shaping the Future 16<sup>th</sup> Jan 10 – 11 £30 – The Clerk
7. To agree the purchase of £10 co-op gift cards to enable those using the foodbank to buy fresh items (page 12).
  8. The Council confirms by resolution that all documentation and information is in place for the Quality Award (pages 12 – 18)
  9. To approve the following expenditure.
    - i) £90.55 for the annual fire extinguisher survey
    - ii) £364 for the erections and removal of the Christmas Trees along West Street and The Square.
    - iii) £30 for each bus shelter to remove vegetation where necessary.
    - iv) £50 registration fee and £100 accreditation fee for quality standard.
    - v) Up to £200 for purchase and installation of a security post.
  10. To agree the purchase of additional litter bin for Riverside Green (page 19).
  11. To agree to enter into an agreement with 1<sup>st</sup> Banwell Scouts to install two sets of solar panels on their building to feed the Scout Building and the Youth & Community Centre (page 20).
  12. To agree a contractor for the installation of the solar panels (page 20).
  13. To note the following annual inspections (pages 21 – 30);
    - i) Dog Bins (pages 21 – 25)
    - ii) Flag Poles (page 26)
    - iii) Grit bins (page 27)
    - iv) Litter bins (page 28)
    - v) Memorials (page 29 & 30)
  14. To authorise bills for payment for October (page 31).
  15. To note the Parish Council's end of September's net position, reserves, bank balances and bank reconciliation (pages 32 - 35)
  16. To note the first draft of the 2024/25 budget (pages 36 – 38)
  17. Date of the next meeting –
    - Monday 6<sup>th</sup> of November, 7pm Planning Committee at the Youth & Community Centre (YCC)
    - Monday 6<sup>th</sup> of November, TBD Youth & Community Centre Committee at the YCC
    - Monday 20<sup>th</sup> of November, 7:30pm Parish Council Meeting at the YCC

Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (age, race, gender, gender reassignment, sexual orientation, marital status, religion & belief, pregnancy & maternity and disability) Crime and Disorder, Health & Safety and Human Rights.