



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

12th of September 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 18th of September 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) Members of the public.
- ii) Community Beat Manager's report.
- iii) Ward Councillor's report.

A G E N D A

1. To receive apologies for absence.
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 21st of August 2023 (pages 1 – 6).
4. To note the Employment Committee Meeting minutes held on the 11th of September 2023 (pages 7 - 10).
5. To discuss North Somerset sub-soil offer for the land at Castle Hill for the Banwell Bypass (previously circulated and pages 11 & 12).
6. To discuss renewing the Breakthrough Communications Annual Hive Premium at a 50% discounted price of £998.50 (page 13).
7. To receive the Officer report/Exchange of information: Please note that the Council is unable to make any formal decision under this item (page 13).
 - i) Parish Council Sustainability Aim.
 - ii) £10,000 Rural England Prosperity Fund (REPF) Conditional Offer.

8. To agree the following expenditure (page 13).
 - i) £50 for Retrofitters to carry out a thermal performance test.
 - ii) £450 Annual Cemetery package.
 - iii) £255 for the Annual RoSPA Play equipment inspections at the Recreation Ground & Riverside Play Area.
 - iv) £542.97 Youth & Community Centre PPL / PRS Music licence
 - v) £60 donation for the Remembrance Day Wreath.

9. 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](#)
 - iv) Various Scribe finance training (this is our accounting package) Free [Scribe Training](#)
 - v) Various NALC training £30 www.nalc.gov.uk/nalc-events

10. To agree the following policies / procedures (page 14 - 26).
 - i) Appraisal Protocol.
 - ii) Asset Disposal Procedure.
 - iii) Pre-application Protocol.

11. To discuss who will undertake the following annual inspections for budgeting purposes (pages 27 – 33):
 - i) Benches
 - ii) Dog bins
 - iii) Flagpole
 - iv) Grit bins
 - v) Litter bins
 - vi) Memorials
 - vii) Bus Shelter

12. To note the North Somerset Corporate Plan and budget development consultation [NS Corporate Plan and Budget Document](#) and agree a way forward (page 34 - 40).

13. To note the Conclusion of the 2022/23 External Audit and agree any recommendations (page 41 - 44).

14. To authorise bills for payment for September (page 45).

15. To note the Parish Council's end of August's net position, bank balances and bank reconciliation (pages 46 – 48).

16. Date of the next meeting –
Monday 2nd of October 2023, 7pm Planning Committee at the Youth & Community Centre (YCC)
Monday 16th of October 2023, 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.