



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

11th June 2024

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 17th June 2024 at 7:30pm, when the following business will be transacted.

The meeting will be livestreamed on Facebook <https://www.facebook.com/banwellparishcouncil>

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 Annual Parish Council Meeting held on the 20th of May 2024 (pages 1 – 7)
4. To note the following minutes / notes from the following.
 - i) Wolvershill Liaison Group 3rd June 2024 (page 8 - 10).
 - ii) Planning Committee 3rd of June 2024 (pages 11 & 12).
 - iii) Employment Committee 3rd of June 2024 (page 13 & 14).
 - iv) Wolvershill Working Group 10th June 2024 (page 15 & 16).
5. To ratify the appointment of a temporary Administration Officer, Thomas Shayler, for 3 months at SCP 13 for 6hrs a week.
6. To receive the Officer report/Exchange of information: Please note that the Council is unable to make any formal decision under this item (page 17).
 - i) Riverside play area – see saw
 - ii) Picnic on the Rec / Community Picnic
 - iii) Training budget
 - iv) Banwell Bypass update

7. To note the training and events available and agree any attendance.
 - i) 18th June, 18th July, 14th August or 23rd of September Chairmanship Training £30 Cllr Voller.
 - ii) 10th July 10am until 4pm Planning Themed Summit £65 Clerk / Cllr Manley.
 - iii) 11th July SLCC Getting People Engaged with your Social Media Content. £35 Comms Officer
 - iv) ALCA e-learning on nimble £14 each [E-Learning Courses ALCA](#)
 - v) Breakthrough communications training £30 [Communications Courses ALCA](#)
 - vi) Various finance training £30 [Finance Training ALCA](#)
 - vii) Various Scribe finance training (this is our accounting package) Free [Scribe Training](#)
 - viii) Various NALC training from £32.68 www.nalc.gov.uk/nalc-events
8. To agree to hold a 'summer clean' in September (21st / 28th) and agree any expenditure (page 17)
9. To agree a formal response from the Parish Council in relation to initial ideas submitted by one of the developers involved in the new Wolverhill development (page 17)
10. To formally consider a request to lower the speed limit past the entrance to the Garden Centre (page 18).
11. To consider of Reinvesting or Moving Funds from Maturing 1-Year Interest Account (page 18)
12. To approve the following documents
 - i) 2024/25 Banwell Parish Council Action Plan (page 19 – 23)
 - ii) Updated Communications Strategy (page 24 - 43)
 - iii) Updated Financial Regulations and associated Risk Assessment (pages 44 – 59)
 - iv) Reviewed Legionella Policy (pages 60 – 62)
 - v) War Memorial Policy (pages 63)
13. To note the Parish Council's end of May's net position, bank balances, bank reconciliation and reserves (pages 64 – 67)
14. To authorise bills for payment for June (page 68).
15. Date of the next meeting –
Monday 1st of July 2024, 7pm Planning Committee at the YCC.
Monday 15th of May 2024, 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.