



MINUTES OF THE PARISH COUNCIL MEETING HELD IN BANWELL YOUTH & COMMUNITY CENTRE AT 7:30pm ON MONDAY 21st of OCTOBER 2024

PRESENT: Councillors: Paul Harding (Chairman), Simon Arlidge, Mike Bailey, Paul Blatchford, Steve Davies, Nick Manley, Kelly Smith, Matthew Thomson, Steve Voller (Vice-Chairman) and Tara Wright.

IN ATTENDANCE: Mrs Liz Shayler (Clerk)
WARD COUNCILLOR: Cllr Tristam
MEMBERS OF THE PUBLIC: Two

Cllr Harding 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 wished to speak.

ii) Community Beat Manager's report.

The following report was received for the period 18/09/2024 to 18/10/2024.

A selection of incidents reported = 44 with the following selection of crimes reported: 7 abandoned 999 calls, 1 burglary, 1 concern for welfare, 1 criminal damage, 1 domestic, 1 missing person, 1 stalking, 7 suspicious activity, 2 theft, 2 threat, 9 traffic related.

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 X "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.

No report was given except that Cllr Tristam mentioned the closure of Wolvershill Road M5 bridge and how this was still being discussed.

The meeting was convened.

150/24 To receive apologies for absence (agenda item 1)

Apologies were received from Councillor Maggie McCarthy.

151/24 To receive members' declarations of interest on any agenda item (agenda item 2)

No interests were received.

152/24 To approve as a correct record, the minutes of the Parish Council meeting on the 16th of September 2024 (agenda item 3)

Resolved – That the minutes of the Parish Council Meeting be approved as a correct record.

The resolution was correctly proposed and seconded (unanimous)

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

153/24 To note the following minutes (agenda item 4)

- i) **19th September, jottings from the unexpected informal Liaison Group meeting.**
- ii) **24th September Wolverhill Liaison Group notes.**
- iii) **27th September Wolverhill Liaison Group notes.**
- iv) **7th October Cemetery Working Group notes.**
- v) **7th October Planning Committee Meeting notes.**
- vi) **14th October Wolverhill Liaison Group notes.**

The minutes of the meetings above were noted.

154/24 To receive the Clerk's report/Exchange of information (agenda item 5)

- i) **Banwell Bypass update**
Exploratory works have been conducted, including additional vegetation clearance, fencing, borehole drilling, trenching, and more. These activities will continue to cause road closures on roads intersecting with the bypass until the end of the month. Galliford Try has also commenced construction of the haul road and compounds. Archaeological investigations have begun at Stonebridge, and the proposed demolition of farm buildings is scheduled to take place. There has been a slight delay to the signing of the build contract, which will now be considered by the NSC full council in January 2025. This should not affect the overall timeline, as construction was not expected to begin before the end of January 2025, with completion still anticipated for summer 2026.
- ii) **£500 NSC Banwell Public Living Room.**
Given that the pub has increased their ongoing costs by £10 per session to cover shopping, preparation, cooking, and cleaning it is only sustainable as we are being given a grant by North Somerset. However, this will need to be reviewed at the next meeting with the possibility of it going down to once a week.
- iii) **Public Living Room & foodbank, Christmas closure.**
Given how Christmas and New Year fall then I will be closing the public living room and outreach foodbank on the 24th, 26th, and 31st December and the 2nd of Jan. Since we started the outreach foodbank, we have only ever had two food parcel requests at this time of year (neither were Banwell). However, I will monitor my email over the Christmas break in case of an emergency request.
- iv) **Christmas Market.**
We have volunteers who have offered to do refreshments at the Christmas Market. It is suggested that the profit is used to enable the Parish Council to offer refreshments for the public living room / digital inclusion sessions.
- v) **Ancient Remains.**
These have now been delivered to the Chairman of the Archaeological Society. The Clerk will liaise with the society as to next steps.
- vi) **Remembrance Day.**
Just a reminder that this year it is November 10th. The Parish Council meet in West Street Carpark at 2:30pm to parade to the Church at 2:45pm. The service is usually about $\frac{3}{4}$ of an hour and then we parade back to the Scout Building for refreshments.
- vii) **Mead Fields Care home opening**
The Chairman reported that he had been invited to the official opening of the Mead Fields Care Home, where he made valuable contacts.
- viii) **Mead Fields Community Hub**
The Clerk reported that she and Cllr Blatchford attended the first stakeholders' meeting at the Mead Fields Community Hub. Support for the hub was offered, including the possibility of councillors holding monthly surgeries and occasionally hosting parish council meetings there. It was also suggested that an external community noticeboard would be a welcome addition.

155/24 To note the training and events available and agree any attendance (agenda item 6)

- i) **6th & 13th November Carbon Literacy Training £120.**

Resolved – To agree the cost of the Environment and Biodiversity Officer to attend.

The resolution was correctly proposed and seconded (unanimous)

- ii) **21st & 22nd November NSC 1st Aid at work training £165.**

Resolved – To agree the cost of the Environment and Biodiversity Officer to attend.

The resolution was correctly proposed and seconded (unanimous)

- iii) **28th Nov Operating an Effective Staffing Committee - MODULE 1 of 2 £120**

Resolved – To agree the cost of Cllr Harding to attend.

The resolution was correctly proposed and seconded (unanimous)

- iv) **9th December SLCC Climate Action for Smaller Councils, 2024 £42**

Resolved – To agree the cost of the Environment and Biodiversity Officer to attend.

The resolution was correctly proposed and seconded (unanimous)

- v) **ALCA e-learning on nimble**
vi) **Breakthrough Communications Training via ALCA**
vii) **Various Finance Training via ALCA**
viii) **Various 'Scribe' Finance Training**
ix) **Various NALC training from £30**

The rest of the training was noted.

156/24 To agree the following expenditure (agenda items 7)

- i) **£90.55 for the annual fire extinguisher survey and £211.67 for 3 replacement foam extinguishers.**

Resolved – To agree a cost of £90.55 for the annual fire extinguisher survey and £211.67 for 3 replacement foam extinguishers.

The resolution was correctly proposed and seconded (unanimous)

- ii) **£382.20 for the erections and removal of the Christmas Trees along West Street and The Square.**

Resolved – To agree a cost of £382.20 for the erections and removal of the Christmas Trees along West Street and The Square.

The resolution was correctly proposed and seconded (unanimous)

- iii) **£1,050 for memorial repairs.**

Resolved – To agree the cost of £1,050 for memorial repairs.

The resolution was correctly proposed and seconded (unanimous)

157/24 To consider the Dog Waste emptying contract from the 1st of April 2025 and agree a contractor (agenda item 8).

Resolved – To appoint Corporate Cleaning Services as the new contractor for dog waste bin emptying. This change aligns with the Parish Council's vision of reducing its carbon footprint, as the company is based in Banwell, and offers a cost saving of nearly £1,000.

The resolution was correctly proposed and seconded (unanimous)

158/24 To consider the quotes for a 300m² all-weather path around the Recreation Ground and agree a contractor (agenda item 9).

Resolved – To agree that contractor A, GB Sport undertake the all-weather path using conipave as they were the cheapest at £45,812.43 and the only company offering a 10-year guarantee.

The resolution was correctly proposed and seconded (unanimous)

Resolved - That the Clerk be given delegated powers of up to £10,000 to get the grass matting replaced under some of the toddler area equipment at the same time.

The resolution was correctly proposed and seconded (unanimous)

159/24 To agree a formal response from the Parish Council in relation to initial ideas submitted by three of the developers involved in the new Wolvershill development (agenda item 10).

Resolved – To agree the response submitted as part of the agenda papers with the following amendments

1. Further feedback, drawing from the March 2024 Low Traffic Neighbourhood (LTN) research (<https://www.gov.uk/government/publications/low-traffic-neighbourhood-review>) emphasises the potential consequences of closing Wolvershill Road as part of an LTN approach. Although LTNs have shown success in reducing traffic within internal residential roads, research suggests that boundary roads often experience increased traffic volumes, which could significantly impact local areas like Church Street and Riverside. Closing Wolvershill Road without a viable alternative route risks pushing traffic to these smaller roads, exacerbating congestion and safety issues.

Key concerns include:

- Increased journey times for local businesses, such as those south of the bridge, and negative economic impacts as customers may avoid longer travel routes.
- The lack of an alternative north-south link or a commitment to a J21 link road means diverting traffic to areas like the Helicopter Museum roundabout will only worsen existing congestion, especially during peak hours.

New development cars will likely take routes south onto the bypass, but for employment and shopping, the majority of journeys head north, making the closure undesirable and impractical.

2. Concern was raised about the width of the primary route, which at 6.5 meters is wide enough for two buses to pass comfortably but not for two HGVs, where the recommended width is 6.75 to 7.3 meters. This could potentially create issues for delivery vehicles entering the site and for large vehicles accessing Gobbles Farm and Ivy House Farm, particularly if the bridge is closed.

The resolution was correctly proposed and seconded (unanimous)

160/24 To consider moving the 2025 Community Picnic to the Football Clubs Ground on the 13th of July (agenda item 11).

Resolved – To move the 2025 Community Picnic to the Football Clubs Ground on the 13th of July.

The resolution was correctly proposed and seconded (unanimous)

161/24 To putting general reserves into a high interest account and agree a way forward (agenda item 12).

Resolved – That the Parish Council opens a High Interest Account with Co-operative Bank with the following Councillors on the bank mandates; Cllrs Blatchford, Harding, Thompson, Voller and Bailey.

The resolution was correctly proposed and seconded (unanimous).

162/24 To note the Parish Council's end of September's net position, reserves, bank balances and bank reconciliation (agenda item 13)

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

163/24 To authorise bills for payment for October (agenda item 14).

Resolved – To authorise the bills for payment for October of £10,263.75. Cllr Harding and Cllr Bailey to authorise the BACs payments.

The resolution was correctly proposed and seconded (unanimous)

164/24 To note the first draft of the 2024/25 budget (agenda item 15).

The first draft of the 2024/25 budget was noted.

165/24 Dates of the next meetings (agenda item 16)

Monday 4th of November 2024, 7pm Planning Committee at the Youth & Community Centre (YCC).
Monday 4th of November 2024, TBD Youth & Community Centre Committee at the YCC.
Monday 18th of November 2024, 7:30pm Parish Council Meeting at the YCC.

The Chairman closed the meeting at 20:35

Chairman

.....Date

DRAFT

Bills for Payment - 17th September to the 16th October 2024
Banwell Parish Council

Method	Payee	Details	Gross Amount	Comments	Minute agreed	Power
Already Paid						The Parish Council
DD	XCS	Quarterly hire charge	£ 330.00	Incorrect amount taken refund given	126/24	
DD	Unity Trust	Bank Charges	£ 31.50		083/24	
DD	YU	Streetlight Power	£ 57.71	refund applied new billing system	083/24	
DD	Mainstream	Phone and Broadband	£ 72.89		083/24	
To Pay						
BACS	J K Gardening	Grass cutting & Village Orderly contract	£ 1,043.34		083/24	
BACS	J K Gardening	Repair posts at the YCC	£ 80.00		H & S	
BACS	J K Gardening	Repair posts at Riverside	TOTAL £1273.34		139/24 (vi)	
BACS	Ambience Landscape	Dog Bin Emptying	£ 648.07		083/24	
BACS	YMCA	Youth Club Sessions	£ 405.00		083/24	
BACS	Insight Cleaning	YCC Cleaning	£ 240.00		083/24	
BACS	SLCC	Virtual National Conference	£ 180.00		138/24 (i)	
BACS	British Legion	Wreath Donation	£ 60.00		138/24 (iv)	
BACS	Complete weed	Weed spray	£ 549.60		038/24	
BACS	XCS	Administration charge	£ 78.00	remains unclaimed	126/24	
BACS	Weston Rail Services	Quarterly Maintenance Charge	£ 1,050.00		083/24	
BACS	Weston Rail Services	YCC ECIR	TOTAL £1359.24		139/24 (v)	
BACS	Attworth Arboriculture Ltd	Tree survey	£ 324.00		106/24 (i)	
DD	EDF	YCC Electricity	£ 48.78		083/24	
DD	Lloyds Bank PLC	Multipay charge & costs (Open AI, YCC, microsoft, ILCA)	£ 323.03		163/24	
BACS	Officer overtime + Expenses	Overtime, expenses (rolls, milk, butter)	£ 466.74		contractual & 022/24	
SO	Officer Salaries	Officer Salaries	£ 2,744.25		083/24	
DD	Nest	Pension contributions	£ 200.92		083/24	
DD	Unity Trust	Bank Charges	£ 9.90		083/24	
BACS	HMRC	PAYE and NI	£ 851.28		083/24	
DD	North Somerset	YCC Waste Collection	£ 9.50		083/24	
Totals			£ 10,263.75			

The Parish Council have resolved to use the General Power of Competence as of the 15th May 2023



Minutes of the meeting of the Planning Committee held at Banwell Youth & Community Centre, 7pm on Monday 4th of November 2024.

PRESENT: Councillors Nick Manley (Chairman), Paul Blatchford, Steve Davies & Matthew Thomson.

IN ATTENDANCE: Liz Shayler (Clerk) and three members of the public.

Cllr Manley welcomed everybody.

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

Members of the public.

No members of the public wished to speak.

The meeting was convened.

61/24 To receive apologies for absence (agenda item 1)

Apologies were received from Cllr Harding.

62/24 To receive declarations of interest (agenda item 2)

No Declarations of Interest were received.

63/24 To approve as a correct record the minutes of the Planning Committee Meeting held on the 7th of October 2024 (agenda item 3)

Resolved – That the minutes of the Planning Committee Meeting held on the 7th of October 2024 be approved as a correct record of the meeting.

The resolution was correctly proposed and seconded (unanimous)

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

64/24 To note and comment upon planning applications (agenda item 4).

- (i) **24/P/2001/FUH Epworth Wolvershill Road Banwell BS29 6DJ.**
Proposed removal of existing conservatory and erection of an infill extension in place.

Resolved: to support this application.

The resolution was correctly proposed and seconded (unanimous)

- (ii) **24/P/2054/FUH 5 Orchard Close Banwell BS29 6DF.**
Proposed erection of a single-storey rear/side wrap-around extension and associated alterations following demolition of the existing conservatory. Proposed extension to the existing garage to create a workshop and replacement of the flat garage roof with a pitched roof.

Resolved: to support this application.

The resolution was correctly proposed and seconded (unanimous)

65/24 To note the following planning applications (agenda item 5).

- (i) **24/P/2025/TRCA 25 Church Street Banwell BS29 6EA.**
T1- crown by up to 2 metres. T2- crown by up to 2 metres.
- (ii) **24/P/2029/AOC Land to The Rear of The Ship Hotel West Street Banwell.**
Request to discharge condition Numbers 5 (CEMP) and 10 (Written Scheme of Investigation (WSI)) on application 23/P/2587/FUL.

- (iii) **24/P/2148/AOC Land West of Wolvershill Road, Wolvershill Road. Banwell.**
Request to discharge condition number 21 (Bat Monitoring) on application 18/P/4735/OUT.

Resolved: The applications above were noted.

The resolution was correctly proposed and seconded (unanimous)

66/24 To note planning decisions – (agenda item 6)

- (i) **24/P/1541/LBC Stonebridge Wolvershill Road Banwell BS29 6DR**
Listed building consent for the proposed removal of a section of wall between the breakfast room and the adjacent corridor to create a dining room. Removal of the modern floor covering and levelling of the existing flagstones beneath together with repairs to the ceiling and removal of the door for re-use elsewhere. **APPROVE**
- (ii) **24/P/1624/FUL The Moor Dairy Moor Road Banwell BS29 6ET**
Proposed demolition of existing alpaca barn and the erection of replacement alpaca barn. **REFUSED**

The Clerk tabled the following decision which had been received since the agenda had been published.

- (iii) **24/P/1638/AOC Land at Parklands Banwell.**
Request to discharge conditions 2 (Provision of Fire Hydrants), 5 (Waste and Recycling) and 6 (Traffic Regulation Order) from application 23/P/1376/RM. **APPROVE (discharge condition) (RDC)**

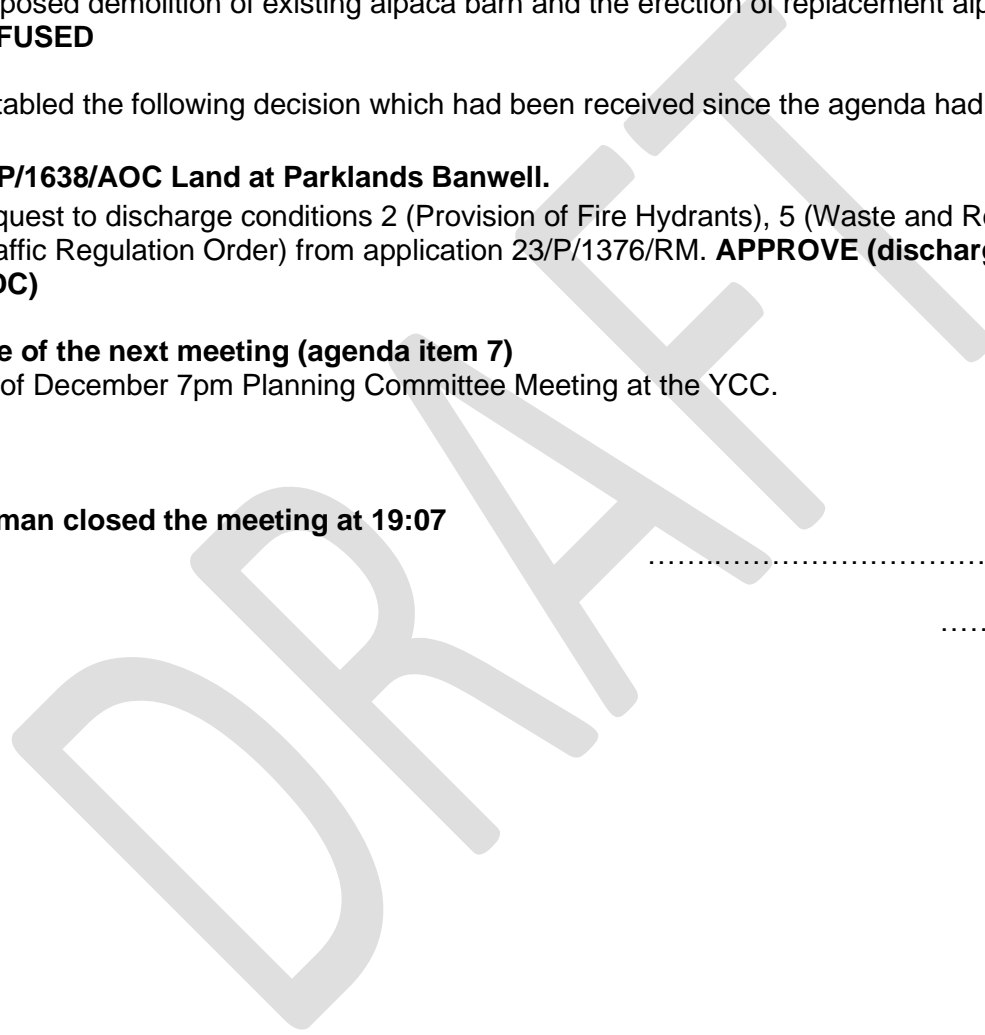
67/24 Date of the next meeting (agenda item 7)

2nd of December 7pm Planning Committee Meeting at the YCC.

The Chairman closed the meeting at 19:07

.....Chairman

.....Date



5. To receive the Officer report/Exchange of information: Please note that the Council is unable to make any formal decision under this item.

i) Banwell Bypass update

Vegetation clearance has been completed, and a temporary compound on Knightcott Road has been constructed. Archaeological work is nearing completion, with conditions currently being discharged. The construction of the haul road has been delayed until January. There are concerns about budget constraints but the team are working to minimise its impact. The full construction contract is expected to be presented to the North Somerset Council Full Council in January. Photos have been taken for documentation purposes and will be published on the North Somerset website.

ii) Wolvershill Road M5 Bridge Closure

Cllr Manley spoke on behalf of the Parish Council at North Somerset's Full Council meeting on 12th November to address concerns about the closure of the Wolvershill Road M5 bridge. Cllr Voller also spoke, representing local residents, and discussed the petition, which currently has over 1,700 signatures.

iii) Christmas Market

All councillors have received the doodle poll can I encourage you to sign up for an hour. If you can only manage half an hour that is fine just let me know. We are decorating the YCC on Saturday 30th of November between 10am and 12. Any cakes for the refreshment stall are welcomed on the day of the market.

iv) Ancient Remains

These will be buried at the end of November.

v) Remembrance Day

Thank you to Galliford Try and Core Highways for managing the road closures this year. Special thanks also to one of our volunteers, who assisted with the one-way system at Littlefield's Rise during the second road closure.

7. To consider the asset management Civic.ly app and agree a way forward.

Civic.ly provides Banwell Parish Council with a digital asset management platform that aligns with the council's strategic development plan, including asset maps and asset management. This platform potentially addresses issues related to manual record-keeping, reliance on individual knowledge, and compliance risks. It includes centralised asset data, automated inspection reminders, real-time mapping, and compliance tracking, and is anticipated to save administrative time. The monthly cost is £53.

Recommendation: To budget for Civic.ly as part of the 2025 / 26 budget.

8. To consider the Streetlight contract from the 1st of April 2025 and agree a contractor.

Contractor	Annual Fee	Liability	Notes
A Present	£1410 Includes labour and materials for fault repairs. No emergency call out fee.	10 million	Present contractor
B Alternate	£3346 Emergency call out fee £325 Includes labour and materials for fault repairs.	10 million	

9. To consider the quote for surfacing under the toddler play equipment and agree a way forward.

I have spoken to two companies about using conipave under the toddler equipment and whilst for three of the items it would be suitable it was felt not to be for swings or toddler unit (more if older children use it inappropriately and then fall). This would suggest rubber mulch. However, having spoken to the operational inspector about this area, concerns were raised hence the comparison with wet pour.

Durability & Maintenance

- **Wet Pour:** Known for its longevity, wet pour provides a seamless surface that can last around 10-15 years with minimal upkeep. This option is ideal for high-traffic areas due to its resilience against wear and tear. Requires minimal maintenance. Occasional cleaning to remove dirt and debris is usually sufficient.
- **Rubber Mulch:** While durable, rubber mulch may wear more quickly in high-use sections, especially where children frequently jump or play (swings, see saw, slide and springers). Its lifespan typically ranges from 5-10 years and requires occasional top-ups to replace displaced or compressed mulch. It may need raking to keep it even and may scatter over time, especially in windy or high-use areas.

Materials, Production and End of Life:

- **Wet Pour:** Made from synthetic rubber (EPDM) and polyurethane binders, both derived from petroleum. The production process is energy-intensive and emits volatile organic compounds (VOCs). Though durable, its reliance on non-renewable resources raises sustainability concerns. Difficult to recycle and typically ends up in landfills, where it decomposes slowly and may release microplastics.
- **Rubber Mulch:** Commonly produced from recycled rubber, often from old tires. This recycling process reduces landfill waste and conserves raw materials, offering an environmental advantage. However, VOCs are still released during recycling, though the impact is lower compared to producing new synthetic materials. Can often be reused in landscaping projects and may be recyclable after its primary use, giving it a more favourable sustainability profile.

Potential Concerns in the Toddler / KS1 Area

Displacement of Rubber Pieces:

- **Rubber Mulch:** The loose nature of rubber mulch can lead to scattered bits around the play area, particularly in high-use sections. In a toddler area, this could pose a choking hazard if young children pick up and mouth small rubber pieces. Displacement also diminishes the surface's protective coverage and can detract from the area's appearance.
- **Wet Pour:** Provides a fixed, seamless surface, minimising loose pieces.

Antisocial Behaviour:

- Loose surfacing materials such as rubber mulch can sometimes be displaced intentionally, which could encourage antisocial behaviour, such as throwing or scattering the material. Wet pour, being a fixed surface, does not lend itself to displacement and may therefore deter this type of behaviour.

Compatibility with Grass Maintenance

- **Rubber Mulch:** In a grassed area, rubber mulch has the potential to interfere with grass-cutting equipment. Loose pieces can get caught in the blades of mowers, damaging equipment and creating additional cleanup tasks. Displacement into the surrounding grass also requires more frequent raking which is currently not part of our grass cutting contract.
- **Wet Pour:** Since wet pour is a permanent surface, it remains contained within its installation area, avoiding issues with grass-cutting equipment. This containment can improve maintenance efficiency by reducing interference and debris.

Maintenance Requirements

- **Wet Pour:** Requires minimal maintenance. Occasional cleaning is usually sufficient, and the fixed surface minimises issues with loose pieces.
- **Rubber Mulch:** May need raking to maintain even coverage and periodic top-ups, especially if the area experiences frequent displacement.

Summary and Recommendation

Each option has unique benefits and drawbacks:

- **Wet Pour:** Cost-effective, low-maintenance, and durable. Its fixed surface reduces displacement, making it safer for toddlers and less likely to interfere with grass-cutting equipment. It also discourages antisocial behaviour due to its seamless design.
- **Rubber Mulch:** Environmentally favourable due to its recycled material content, but its loose nature can lead to issues in a grassed toddler area, including rubber pieces scattering, potential equipment damage, and higher maintenance needs.

Recommendation: Given the concerns specific to a grassed toddler / KS1 area, wet pour is the recommended choice due to its durability, lower maintenance, and minimal risk of displacement. While rubber mulch is more sustainable, the challenges with rubber scattering, equipment interference, and potential safety risks for toddlers may outweigh its environmental benefits in this context.

Currently we have a quote from the contractor who was awarded the footpath contract.

Wet pour - £16,070

Rubber Mulch – £17,504

If completed at the same time as the works above a reduction of the prices above by £1400.

We had a CIL budget of £70,584.83 - £45,812.43 (path cost) = £24,772 left.

Council decisions.

To suspend financial regulations for a saving of £1400 to have the works completed at the same time as the all-weather path.

If yes - To then decide between wet pour and rubber mulch.

If no – To still decide between wet pour and rubber mulch but go out to formal tender.

10.To agree to apply for REPF top up funding to purchase two batteries for the Solar panels to benefit the Scout Building and Youth & community Centre and to agree to fund 10% of the cost.

The Parish Council have been offered the opportunity to apply for a REPF Supplementary grant to add two batteries to the solar panels, benefiting both the Youth and Community Centre (YCC) and the Scout building. Since the solar panels were installed, we've reduced the electricity bill at the YCC by 50%. This saving has enabled us to offer the facility free of charge to essential services like Homestart, JHF, and Inspire Together, which provide mentoring, support, and activities for those struggling within the community. With battery storage, we can further maximise energy savings, helping us continue supporting these valuable services. The Scout Hut, one of the most affordable local venues, will also benefit, allowing it to keep costs accessible even as other venues increase prices.

The grant includes a condition for the Parish Council to contribute 10% of the project cost, estimated at £335.50. Given there is a benefit to the Scouts then there has been an offer to contribute to this.

11. To agree the reduction of the soup and a roll initiative to once a week from January 2025.

Currently, the "Soup and a Roll" lunch is operating at a loss due to a decrease in attendance compared to last year. Last year, we averaged 20 participants, and the budget was set based on this figure. However, attendance has dropped to around 12, and with increased production costs, the initiative is no longer breaking even. The current deficit is being covered by the North Somerset Public Living Grant.

The proposal is to reduce the lunch service to Thursdays only, starting from January 2025. This change aligns with the Clerk's schedule, as she remains in the office all day every other Thursday for Tea and Tech sessions. Additionally, Thursday is the busier of the two lunch days. Reducing the service to once a week is expected to save on costs and help ensure that any remaining deficit can continue to be covered by the North Somerset Public Living Grant. The initiative will be reviewed again at the end of March.

12. To the street names suggestions (Kitchen Road & Hewlett Place) for the Bakehouse part of the Mead Fields Development and agree a way forward.

Suggestions – Kitchen Road & Hewlett Place

The local historian and archaeological society secretary was approached. The feeling was that Kitchen Road was not appropriate. Having viewed the tythe maps 'Ford' has been suggested as a replacement.

13. To agree the following documents.

i) Hire Fees

	Current PRICE PER HOUR
YCC Hire Monday to Friday	£12.00
YCC Hire Saturday & Sunday	£14.00
YCC Field Hire	£5

Community Group Discount

Community groups in Banwell are eligible for a 50% discount on standard rates if the event directly benefits the group's purpose. This concession is limited to one discounted booking per six months per group, at the Youth and Community Centre Committee's discretion.

For groups / organisations or charities providing a service directly benefiting Banwell residents, the building may be used at no charge in certain cases. Eligibility for this concession will be determined by the Youth and Community Centre Committee on a case-by-case basis.



BANWELL YOUTH & COMMUNITY CENTRE BOOKING FORM AND TERMS & CONDITIONS OF HIRE

NAME: ORGANISATION:

ADDRESS:

TELEPHONE:

EMAIL ADDRESS:

BOOKING INFORMATION

Date(s): Time (From-To):

Regular Booking Details (if applicable):

During School Holidays? Yes / No

Hire Fees:

- **Monday-Friday:** £12.00 per hour
- **Saturday-Sunday:** £14.00 per hour

Payment Methods:

- Preferred method is by Bank Transfer: Use your organisation's or personal name as the reference for easy tracking.
- Cheque: Payable to "Banwell Parish Council."

All bookings for casual hirers will only be confirmed once payment is received in full. Regular hirers are required to pay by the last day of the previous month for ongoing bookings

Agreement Copies

To confirm the booking, **two signed copies** of this Hiring Agreement are required. Please return one signed copy to Banwell Parish Council, either in person or by email clerk@banwellparishcouncil.org.uk, and retain the second copy for your records.

Community Group Discount

Community groups in Banwell are eligible for a 50% discount on standard rates if the event directly benefits the group's purpose. This concession is limited to one discounted booking per six months per group, at the Youth and Community Centre Committee's discretion.

For groups / organisations or charities providing a service directly benefiting Banwell residents, the building may be used at no charge in certain cases. Eligibility for this concession will be determined by the Youth and Community Centre Committee on a case-by-case basis.

Indemnity Clause

The Hirer agrees to indemnify and hold harmless the Parish Council, its employees, and volunteers for:

- Repair costs for any damage caused to the premises or its contents during the hire period.
- Claims arising from any injuries, damages, or losses resulting from the use of the premises by the Hirer.

Deposit, Payments & Cancellations

- **Cleaning & Breakages Deposit:** A refundable £40 deposit is required for casual hires, refunded after inspection.
- **Payment:** Casual hires must pay in full to confirm booking. Regular hirers must pay by the last day of the previous month.
- **Cancellations:**
 - Less than 14 days' notice: 50% of the fee is retained.
 - Less than 7 days' notice: 100% of the fee is retained.
 - Deposit refunds remain unaffected by cancellation.

Terms of Use

- **Access & Security:** Access details will be provided prior to the event. The hirer is responsible for securing doors, turning off appliances, and extinguishing lights and ensuring heating is turned off upon exit. Failure to do so may result in loss of the cleaning and breakages deposit or a fine.
- **Facilities Use:** The hire includes the main building and field but excludes any fenced-off areas. Use only the designated spaces and ensure no unauthorized access.
- **Cleaning & Setup:** Hirers are responsible for setting up, cleaning up, and removing all waste. Failure to comply may result in loss of the deposit.

GDPR

By signing this form, you consent to the use of your contact details for the period of hire. Information is retained solely for security purposes and may be shared with authorities if necessary.

General Conditions

- **Permissible Activities:** The Hirer may only conduct activities as agreed. Unauthorised use of electrical equipment, flammable substances, or illegal activities, including smoking indoors, is prohibited.
- **Noise & Conduct:** Keep noise to a minimum, especially when leaving. Excessive noise or disturbances may impact future hire eligibility.
- **Insurance & Compliance:** The Hirer must ensure any necessary insurance, health, and safety protocols are in place for their event.
- **Animals:** Only guide dogs are allowed unless prior permission is obtained.
- **Capacity Limits:** Ensure guest numbers do not exceed specified limits for each room.

Room	Size (Metres)	Capacity Seated	Maximum Capacity	Square Metres
Reception / Social area with shutter to Kitchen	5.6m x 6.2m	25	50	34.72m ²
Hall including lower lounge area	11m x 48m 4.2m x 3.7m	67	125	64m ²

For any disputes or special arrangements, please contact the Parish Clerk.

Signature

By signing below, I, the Hirer, agree to the Terms & Conditions of Hire as outlined above:

Hirer Signature: Date:

Parish Council Representative Signature: Date:

Banwell Parish Council Contact: Email: clerk@banwellparishcouncil.org.uk phone: (01934)820442



Banwell Parish Council

Youth and Community Centre (YCC) Field Usage Agreement

I, _____, hereby agree to the following terms and conditions regarding my use of the Youth & Community Centre (YCC) field on _____ Date) from _____ (Start Time) to _____ (End Time):

Responsibility for Damages:

I agree to cover all costs associated with any damage caused to the YCC facilities and/or the field resulting from my use. This includes both direct and indirect damages.

Litter and Waste Removal:

I commit to removing all litter and waste generated by my activities on the field. If I fail to do so, I agree to pay for the costs incurred by the YCC for the removal and proper disposal of such litter and waste.

Liability for Injury and Property Damage:

I accept full responsibility for any injury or damage to persons or property that may occur as a result of my use of the YCC field. This includes any claims, actions, or legal proceedings that may arise due to accidents or negligence on my part.

Weather and Field Condition Compliance:

I agree to refrain from using the field if weather conditions (e.g., heavy rain) could lead to significant ground damage.

Indemnity:

I agree to indemnify and hold harmless Banwell Parish Council, its employees, and volunteers from any claims or liabilities arising from my use of the YCC field.

By signing below, I acknowledge that I have read, understood, and agree to abide by these terms and conditions.

Signature: _____ Date: _____

Please sign and return this form to the Parish Clerk, Banwell Youth and Community Centre, West Street, Banwell, BS29 6DB (letterbox to the left of the building), or scan and email it to clerk@banwellparishcouncil.org.uk.

Banwell Parish Council

Youth Community Centre – General User Risk Assessment

Identified Hazards	Who's Exposed	Frequency	Severity	Observations	Risk Rating	Action Required
Main Entrance						
i) Moving vehicles in car park	All site users	Medium	High	i) Speed hump to slow vehicles entering site.	Medium	i) Sign for gate required Could use net to stop litter from blowing out.
ii) Pedestrian Access		Medium	Medium	ii) Walkways and entrances are generally in good order.	Medium	
iii) Parking Area – slips and falls.		Medium	Medium	iii) Car park tarmac replaced. Can be slippery after frost. Grit bin checked annually. Gate kept closed unless building in use when Clerk checks its safe.	Low Medium	
iv) Propane Gas tank		Low	High	iv) Propane Gas in 6ft high metal fenced area safe and secure. Not locked. No second access if a fire starts by current access.	Low	
vi) Waste storage – littering		Medium	Low	vi) Wheelie bin, two recycling boxes & tetra-cycle bin	Low	
YCC external						
i) Access and Egress	All site users	Medium	Low	i) Vehicle entrance and paths were smooth and even, although weeds in cracks of path around bulidng.	Medium	Remove weeds every 6 months as part of spring / summer clean.
ii) DDA Provision		Low	High	ii) As above	Medium	
iii) All fire exit doors		Medium	High	iii) Fire Risk undertaken annually in August. Escape routes and fire exit doors checked weekly. Marked with signs and are kept clear	Medium	
i) Entrance, walkways, paths and patio area	All site users	Medium	Medium	i) All paths and the patio were smooth and even overgrown edges in places.	Medium	
ii) Bushes, shrubs and Trees		Low	Medium	ii) Trees annually inspected every 14 / 15 months.	Medium	

Banwell Parish Council
Youth Community Centre – General User Risk Assessment

Internal - On Monday – Wednesday North Somerset use the kitchen who have their own additional risk assessments.						
i) DDA Compliance	All site users	Low	High	i) Disabled access button installed (although only used on exit), lift maintained twice a year.	Medium	At present each group has their own trained first aider. Clerk is only emergency at work trained.
ii) Slips, trips and falls – Injury caused by tripping over objects or slipping on spillages.		Medium	Medium	ii) General good housekeeping. Caution steps signs All areas well lit, including stairs with secure handrail. Spills mopped up immediately, a mop, bucket, brushes and pan available. 2 x First Aid box provided (main hall & kitchen).	Medium	
iii) Fire If trapped staff and visitors could suffer fatal injuries from smoke inhalation/burns.		Low	High	iii) Fire risk assessment carried out annually and Fire alarm system maintained quarterly. Fire escape route kept clear of obstructions & combustible materials at all times. Fire Action Notices on all fire exits. Members of the public unfamiliar with the building to be reminded of the fire exits.	Medium	
Hall –						
i) Slips, trips and falls – Injury caused by tripping over objects or slipping on spillages.	All site visitors	Medium	Medium	i) General good housekeeping. Caution steps signs and all areas well lit, including stairs with secure handrail. Disabled access lift. First Aid box provided with signs. Spills mopped up immediately, a mop, bucket, brushes and pan available. Small children are parents / carers responsibility.	Low	Checks undertaken on handrail stability twice a year.
ii) Cuts and abrasions		Medium	Low	ii) Qualified first aider is responsibility of group.	Low	
iii) Emergency evacuation procedure; fire terrorist attack		Low	Medium	iii) Procedure in place for emergency evacuation – to include methods of egress; designated assembly point (Car Park), clerk as fire marshal, emergency services contacted by clerk in the event of an emergency. Office phone available only when clerk present.	Medium	Clerk is only emergency at work first aid trained. All events to have qualified first aider.
iv) Risk of fire		Low	High	Current fire risk assessment carried out annually. Clerk is fire Marshall. Volunteers aware of fire procedures and assembly point.	Medium	

Banwell Parish Council
Youth Community Centre – General User Risk Assessment

Kitchen						
i)Gas boiler could malfunction.	All site visitors	Medium	Low	i)Gas boiler installed June 2010, which is serviced annually. Clerk instructed in its use.		
ii)Slips, trips and falls – Injury caused by tripping over objects or slipping on spillages.		Low	Medium	ii)General good housekeeping. Caution steps signs All areas well lit, including stairs with secure handrail. First Aid box provided. Spills mopped up immediately, a mop, bucket, brushes and pan available.		
iii)Cuts and abrasions		Low	Low	iii)Knives stored in plastic box above the microwave. First Aid box provided. Where possible use tools (cutlery, tongs, cake slice etc.) to handle food rather than hands.		
iv)Food Handling Frequent hand washing can cause skin damage.		Low	Low	iv)Food grade, single use, non-latex gloves are available for tasks that can cause skin problems Where handling can't be avoided hands are washed promptly afterwards. Hand washing facilities are provided.		
v)Contact with steam, hot water and hot surfaces - scalding injuries or burns.		Medium	Medium	v)Kitchen equipment including water boiler & coffee PA tested annually. Staff & volunteers trained how to safely use water boiler and coffee machines. Rubber gloves, cloths and aprons and oven gloves provided. Hot water signs displayed at sinks and mixer taps provided.		
vi)COSCH		Medium	Medium	vi) COSCH list kept in kitchen.		Label boiler and under sink cupboard. COSCH data sheets to be stored in these cupboards.
vii) Food Poisoning		Low	Medium	vii) PC to serve tea coffee & biscuits / fresh homemade or bought cake. Food hygiene / safety is the responsibility of the hirer.		

14. To agree a response to the consultation on enabling remote attendance and proxy voting at council meetings

Background: The Ministry of Housing, Communities, and Local Government has initiated a consultation on enabling remote attendance and proxy voting in local authority meetings across England. This proposal is in response to evolving needs within local governance, aiming to allow greater flexibility and inclusivity in council operations.

Purpose of the Consultation: The government seeks input on whether council members should have the option to attend meetings remotely or use proxy voting under specific circumstances, such as maternity or paternity leave. This measure is intended to modernize council practices, ensuring that council members who are unable to attend in person can still participate and have their votes counted.

Key Points:

- **Remote Attendance:** This would permit council members to attend meetings virtually, thereby reducing barriers for those who may face challenges with in-person attendance.
- **Proxy Voting:** Allowing a designated representative to vote on behalf of an absent member could ensure that all voices are represented, even if some members cannot attend physically.
- **Increased Flexibility:** These measures would offer flexibility without entirely replacing the in-person meeting structure, aiming to maintain the integrity of council processes.
- **Inclusivity:** The proposed changes are also seen as a way to foster greater diversity and accessibility within local government by accommodating different needs.

Considerations for Parish Council: The Parish Council may wish to discuss its stance on these proposals, considering how remote attendance and proxy voting might benefit or impact its own meeting structures, member participation, and decision-making processes.

Suggested Parish Council Response

Please note that Councillors can complete this individually especially if you do not agree with the majority vote.

The Parish Council supports the broad principle of allowing local authorities the flexibility to enable remote attendance at formal meetings. We believe this is a positive, modernising step that can increase inclusivity by accommodating those who may face challenges with in-person attendance, such as individuals with disabilities or caring responsibilities. Additionally, this flexibility could encourage a more diverse range of people to consider council roles, potentially leading to a council that better represents the community it serves.

However, the Parish Council feels that some limitations should accompany remote attendance to ensure meetings remain effective and inclusive of all perspectives. Specifically, we suggest that a minimum of two-thirds of members should be physically present at any meeting that allows for remote attendance. This balance between in-person and remote participation would preserve the integrity of council discussions while allowing for remote flexibility when necessary. In addition, while we recognise that fully remote meetings may sometimes be essential, we believe these should be limited to no more than half of council meetings in a twelve-month period. This approach would ensure an in-person component remains a regular part of council proceedings.

For remote or hybrid attendance to work effectively, we propose a few key procedural measures: councils should publish a list of remote attendees in advance and notify the public if a meeting will be conducted fully remotely. We also believe it's essential that standard constitutional arrangements are upheld for all meeting formats. Confidentiality is a key concern in council meetings, and we recommend councils require remote attendees to participate from private locations when sensitive matters are discussed.

While we see remote attendance as beneficial, we do not believe proxy voting is appropriate in a parish council context. Proxy voting could imply predetermination, which is legally prohibited in parish council decision-making and could undermine the requirement for independent judgment in council deliberations. Overall, the Parish Council is in favour of these changes, viewing them as steps toward a more accessible and resilient local government, especially in times of local or national emergencies

15. To agree a response to the Law Commissions Consultation on 'Burial and Cremation Law'

The Law Commission has issued a consultation paper (open until January 9, 2025) exploring necessary updates to burial and cremation laws in England and Wales. Many of these laws are outdated, creating inconsistent practices across different types of burial grounds and making it challenging to manage burial spaces efficiently.

Key Consultation Points

a) Regulation of Burial Grounds

Burial ground regulation is currently inconsistent, with private and Church of England sites often under minimal regulation compared to local authority cemeteries. The Commission proposes a uniform maintenance standard, to ensure burial grounds are well-kept across all types of operators. This would require parish councils to assess whether they can meet new standards if introduced.

b) Grave Reuse and Reclamation

With burial space in high demand, the consultation suggests expanding the rights to reclaim and reuse graves beyond London. This could involve reusing graves in all areas, subject to local consultation and consent safeguards to maintain public trust. Grave reclamation may also become an option, allowing new burials in spaces above older ones. The Parish Council may want to gather community input on grave reuse and discuss how this might impact parish burial grounds.

c) Closed and Disused Burial Grounds

Currently, closing burial grounds requires a complex legal process, but the Commission proposes streamlining this with a simpler approval system. Importantly, they suggest that closed churchyards could be reopened for new burials if local authorities agree to manage them. This would be relevant if the Parish Council might consider the financial and logistical impact of managing reopened grounds within the parish.

d) Cremation Law Changes

The consultation addresses issues surrounding cremation law, including:

- **Uncollected Ashes:** Allowing funeral directors to transfer uncollected ashes to crematoria for final resting if unclaimed.
- **Pacemaker Disposal:** Proposing legal disposal methods for pacemakers removed from bodies before cremation, thus reducing funeral directors' storage burdens.
- **Crematoria Placement:** Reviewing siting restrictions for new crematoria to see if they align with current technology and community needs. Local planning concerns may be relevant for the Parish Council if new sites are proposed nearby.

e) Commonwealth War Graves

The consultation proposes statutory rights for the Commonwealth War Graves Commission to protect war graves in private burial grounds. This could affect any parish sites with historic or protected graves, as it would give the Commission authority to manage war grave sites when families cannot be traced.

Suggested Parish Council Response

The Parish Council supports the Law Commission's efforts to modernise burial and cremation laws, emphasising the importance of community engagement, preservation of historic graves, and sustainable practices.

- **Uniform Standards:** We agree that all burial grounds should maintain a baseline standard for upkeep and record-keeping to ensure consistency and dignity across sites.
- **Community Consultation on Grave Reuse:** We are open to the possibility of reopening closed churchyards, provided that thorough community consultation is conducted to gather local views on any decisions regarding grave reuse.
- **Maintenance Responsibilities:** While we support the re-opening of closed churchyards, the Parish Council believes maintenance responsibility should lie with the Unitary Authority, rather than the Parish Council. Should the Parish Council be required to take on any maintenance, we would only do so if structural elements, such as walls, are excluded from our liability.

16. To agree a response to the consultation on the New Regulatory Approach for Hedgerow Management.

The Environment and Biodiversity Officer believes it's essential for the Parish Council to actively demonstrate their commitment to nature-focused improvement. This new regulatory approach for hedgerow management offers practical guidance and support for landowners on compliance while ensuring that policies remain informed and effective. Endorsing these initiatives reflects the Council's dedication to responsible hedgerow management, showing their commitment to sustainable development practices that protect biodiversity, enhance habitats, and reinforce their role in fostering positive, lasting change for our natural landscapes.

Support for Proposed Approach to Civil Sanctions

- **Recommendation:** Yes
- **Rationale:** The proposed structure for civil sanctions is clear, with steps that ensure transparency and accountability. By issuing a *Notice of Intent* and allowing a 28-day response window for landowners, the Rural Payments Agency (RPA) emphasises both fair warning and the opportunity to explain or remedy the situation. The proportional approach, factoring in severity and compliance history which enables responsible management while upholding fair practices.

Support for Proposed Appeals Process

- **Recommendation:** Yes
- **Rationale:** The proposed appeals process strengthens transparency and offers landowners clear recourse through the General Regulatory Chamber. Allowing appeals based on errors of fact, law, or fairness is vital, and the structured review before finalising any sanctions supports both parties' interests. This aligns with the Parish Councils goal to promote hedgerow management practices that are fair, well-informed, and adjustable to genuine concerns or new evidence.

Support for Publishing Enforcement Action Details

- **Recommendation:** Yes
- **Rationale:** Publishing annual reports on enforcement actions and civil sanctions will ensure transparency and allow for public accountability, fostering trust in the regulatory process. By carefully managing sensitive information, the RPA strikes a balance between public disclosure and protection of ongoing investigations.

Comments on Statutory Guidance (Annex A)

- **Recommendation:** No comment.

Additional Comments

- **Recommendation:** No further comments.

17. To note the Local Government, Pay Claim 2024/25 agreement

Agreement has been reached on this year's pay claim covering the year from 1st April 2024 to 31st March 2025. For all grades up to SCP 43 the agreed amount is £1,290 per annum. This will affect all Parish Council Officer Salaries as per their contract. This equates to a monthly pay increase across all of £110.21 a month.

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	1,137.50	812.50
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		2,045.00
106	Cemetery software				450.00	450.00	
					9,945.00	£1,587.50	8,357.50

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			1,368.63			1,368.63
111	Cemetery Bank interest			3,273.34			3,273.34
				£4,641.97			4,641.97

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				40,000.00	26,898.78	13,101.22
202	Clerk pension				2,400.00	1,368.03	1,031.97
203	Advertising				650.00	193.50	456.50
204	Insurance				2,300.00	1,819.00	481.00
205	Subscriptions inc ALCA &				3,000.00	1,995.08	1,004.92
206	Audit Fee				1,500.00	460.00	1,040.00
207	Legal Costs				600.00		600.00
208	Training Officers			28.80	900.00	1,183.06	-254.26
209	Training Councillor			160.00	400.00	312.68	247.32
210	Grants & Donations				7,000.00	6,567.50	432.50
211	Chairmans Allowance				400.00	94.09	305.91
213	Bank Charges				200.00	96.00	104.00
215	Risk Assessments				180.00		180.00
709	Office Equipment inc Web			198.00	2,500.00	1,431.72	1,266.28
				£386.80	62,030.00	£42,419.44	19,997.36

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			510.00	2,000.00	395.50	2,114.50
504	CIL 2022/23						
505	CIL 2023/24						
506	Cil 2024/25						
718	Living Room			2,664.85		1,663.40	1,001.45
808	Social Perscribing Grant					401.90	-401.90
				£3,174.85	2,000.00	£2,460.80	2,714.05

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	1,647.88	1,647.88	
302	Env Grass Cutting				2,045.00	1,192.94	852.06
303	Env Hedge / Fence / Tree			245.00	310.00	560.00	-5.00
304	Village Orderly		435.81	435.81	4,710.00	2,747.50	1,962.50
305	Dog Bins				8,565.00	3,764.69	4,800.31
306	Env Maintenance / Inspec				2,000.00	649.99	1,350.01
307	Env Projects				5,000.00	1,302.58	3,697.42
308	Env Grant		7,149.00		1,000.00		-6,149.00
			9,232.69	£2,328.69	25,277.88	£11,865.58	6,508.30

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>

Current Balance = Balance B/Fwd - (Receipt Budget - Actual Receipt) + (Payment Budget - Actual Payments)

Banwell Parish Council

Net Position by Cost Centre and Code

<u>Cost Centre Name</u>							
401	Street light power			3,000.00	1,207.05	1,792.95	
402	Street light maintenance			3,500.00	1,925.00	1,575.00	
403	Street light upgrade						
404	Highways related projects			8,000.00	961.05	7,038.95	
				14,500.00	£4,093.10	10,406.90	
<hr/>							
<u>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>
501	Misc Income		200.00	390.97			190.97
502	Annual Precept		122,646.03	133,600.19			10,954.16
503	VAT						
			122,846.03	£133,991.16			11,145.13
<hr/>							
<u>Recreation Ground</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>
601	Rec Grass Cutting				2,250.00	1,352.50	897.50
602	Rec Maintenance				8,600.00	97.00	8,503.00
603	Rec Tree & Fence Work				300.00	90.00	210.00
604	Rec Inspections				400.00	66.00	334.00
605	Rec Play Equipment & Be				5,000.00		5,000.00
					16,550.00	£1,605.50	14,944.50
<hr/>							
<u>Youth & Community Centre</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>
701	YCC upgrade				6,200.00	4,200.00	2,000.00
702	YCC repairs & maintenanc				2,900.00	2,142.66	757.34
703	YCC CCTV				800.00		800.00
704	YCC Electricity				1,800.00	199.91	1,600.09
705	YCC Gas				1,000.00		1,000.00
706	YCC water				600.00	183.10	416.90
707	YCC waste			7.72	300.00	147.83	159.89
708	YCC cleaning & supplies			12.98	2,700.00	1,762.75	950.23
710	YCC phone & wifi				700.00	346.46	353.54
711	YCC Grass cutting				1,125.00	656.25	468.75
712	YCC hedge, fence & tree \				500.00	170.00	330.00
713	YCC grants & donations		1,000.00				-1,000.00
714	YCC income		500.00	1,515.00			1,015.00
715	YCC Booking software				430.00	417.60	12.40
716	YCC Music Licence				600.00	566.63	33.37
717	YCC events refreshments			25.99	120.00	51.98	94.01
			1,500.00	£1,561.69	19,775.00	£10,845.17	8,991.52
<hr/>							
<u>Youth Club</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>
801	YC sessions				8,000.00	2,700.00	5,300.00
802	YC budget				400.00		400.00
803	YC extraordinary activities				3,000.00		3,000.00
805	YC subscriptions		600.00	244.55			-355.45
806	Tuck Shop		100.00	227.73	100.00	192.82	34.91
807	Youth Forum				200.00		200.00
			700.00	£472.28	11,700.00	£2,892.82	8,579.46
<hr/>							
NET TOTAL			134,278.72	£146,557.44	161,777.88	£77,769.91	96,286.69

Current Balance = Balance B/Fwd - (Receipt Budget - Actual Receipt) + (Payment Budget - Actual Payments)

Banwell Parish Council

Prepared by: _____
Name and Role (Clerk/RFO etc)

Date: _____

Approved by: _____
Name and Role (RFO/Chair of Finance etc)

Date: _____

	Bank Reconciliation at 31/10/2024		
	Cash in Hand 01/04/2024		219,437.02
	ADD Receipts 01/04/2024 - 31/10/2024		152,108.19
			371,545.21
	SUBTRACT Payments 01/04/2024 - 31/10/2024		81,765.75
A	Cash in Hand 31/10/2024 (per Cash Book)		289,779.46
	Cash in hand per Bank Statements		
	Petty Cash	31/10/2024	0.00
	Natwest Current account (5335765)	31/10/2024	11,126.53
	Cemetery Reserve Account (59678)	31/10/2024	19,225.87
	PC Reserve Saver account (81413)	31/10/2024	45,795.22
	Unity Trust Bank (20398572)	31/10/2024	125,358.50
	Lloyds Credit Card	31/10/2024	0.00
	Charity Bank	31/10/2024	88,273.34
			289,779.46
	Less unrepresented payments		
			289,779.46
	Plus unrepresented receipts		
B	Adjusted Bank Balance		289,779.46
	A = B Checks out OK		

Banwell Parish Council
Reserves Balance
2024-2025

<u>Reserve</u>	<u>OpeningBalance</u>	<u>Transfers</u>	<u>Spend</u>	<u>Receipts</u>	<u>CurrentBalance</u>
Earmarked					
Cemetery Reserves	103,917.24			4,641.97	108,559.21
Social prescribing grant	863.57				863.57
Food Bank	2,145.81		395.50	510.00	2,260.31
New Banwell Solar	2,339.36				2,339.36
CIL 22/23	64,986.16				64,986.16
Refreshments	46.05		51.98	25.99	20.06
CIL 2023/24	5,598.67				5,598.67
Community Living Room	-99.99		1,663.40	2,664.85	901.46
NSC Solar Panel Grant					0.00
CIL 2024/25					0.00
Total Earmarked	179,796.87		2,110.88	7,842.81	185,528.80
TOTAL RESERVE	179,796.87		2,110.88	7,842.81	185,528.80
GENERAL FUND					104,250.66
TOTAL FUNDS					289,779.46

Bills for Payment - 22th October to the 12th November 2024
Banwell Parish Council

Method	Payee	Details	Gross Amount	Comments	Minute agreed	Power
Already Paid						The Parish Council
DD	EDF	YCC Electricity	£ 48.78		083/24	
DD	Avanti	YCC LPG	£ 471.68			
DD	YU	Streetlight Power	£ 213.30		083/24	
DD	Mainstream	Phone and Broadband	£ 57.48		083/24	
To Pay						
BACS	J K Gardening	Grass cutting & Village Orderly contract	£ 1,043.34		083/24	
BACS	Ambience Landscape	Dog Bin Emptying	£ 648.07		083/24	
BACS	YMCA	Youth Club Sessions	£ 540.00		083/24	
BACS	Insight Cleaning	YCC Cleaning	£ 256.00		083/24	
BACS	SLCC	Climate Action for Smaller Councils	£ 42.00		155/24 (iv)	
BACS	The Gatehouse	Soup and a Roll for 2 months	£ 770.00		189/23 (i)	
BACS	Stephen Adams	Window	£ 40.00		YCC 26/22	
BACS	DS Securities	2 x CCTV replacement	£ 636.00		Budget spend	
BACS	DS Securities	Replacement battery for fire alarm test	£ 42.00	TOTAL £678	H & S	
BACS	Banwell News	Advert - Christmas Market	£ 30.00		Comms	
BACS	Banwell Handyman	Works to YCC and issues picked up in PA inspections	£ 130.15		H & S	
BACS	Webglu	Replacement of Twitter feed with Instagram	£ 48.00		143/24	
DD	Lloyds Bank PLC	Multipay charge & costs (Open AI, YCC, training, food)	£ 579.04		various	
BACS	Officer overtime + Expenses	Overtime, back pay, expenses (rolls, milk, butter)	£ 731.40		contractual & 022/24	
SO	Officer Salaries	Officer Salaries	£ 2,831.71		083/24	
DD	Nest	Pension contributions	£ 248.78		083/24	
DD	Unity Trust	Bank Charges	£ 10.50	now monthly rather than quarterly	083/24	
BACS	HMRC	PAYE and NI	£ 1,154.53		083/24	
DD	North Somerset	YCC Waste Collection	£ 9.50		083/24	
DD	CF Corporate	Quarterly Printer charge	£ 132.00		126/24	
		Totals	£ 10,714.26			

The Parish Council have resolved to use the General Power of Competence as of the 15th May 2023