



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

11<sup>th</sup> March 2025

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 17<sup>th</sup> March 2025 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 Parish Council Meeting held on the 17<sup>th</sup> of February 2025 (pages 1 – 8)
4. To note the following minutes / notes from the following (pages 9 – 14)
  - i) Planning Committee 3<sup>rd</sup> of March 2025 (pages 9 – 12)
  - ii) Employment Committee 3<sup>rd</sup> of March 2025 (pages 13 & 14)
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 15).
  - i) Banwell Bypass update
  - ii) 126 Bus Route changes
6. To note the training and events available and agree any attendance (page 15).
  - i) ALCA Operating an effective Staffing Committee 11th & 18th June from 6:15pm, £120. Cllr Bailey and the Clerk.
  - ii) Chairmanship Skills 12th June from 6:15pm, £45
  - iii) ALCA e-learning on nimble £14 each [E-Learning Courses ALCA](#)
  - iv) Breakthrough communications training £30 [Communications Courses ALCA](#)
  - v) Various finance training £30 [Finance Training ALCA](#)
  - vi) Various Scribe finance training (this is our accounting package) Free [Scribe Training](#)
  - vii) Various NALC training from £32.68 [www.nalc.gov.uk/nalc-events](http://www.nalc.gov.uk/nalc-events)

7. To approve the following expenditure (page 15).
  - i) Up to £35 for engraving and paperweight for 'Service to the Community Award'.
  - ii) £100.50 for annual automatic front door service.
8. To receive a report on the Soup and a Roll initiative and agree a way forward (page 15).
9. To agree the cost of a baseline ecological survey for the Parish Council owned green spaces (page 16)
10. To note the Impact Alliance Loneliness Project and discuss whether to progress this initiative. (page 17).
11. To agree a response to North Somersets First Community Governance Consultation (page 18)
12. To note the Planning Committee's response and determine the Council's response to North Somersets Consultation paper on Additional Sites (pages 19 & 20)
13. To agree the following new / reviewed documents (pages 21 – 38).
  - i) General Data Protection Regulation Policy (pages 21 – 24)
  - ii) Subject Access & Other Rights Policy Data (pages 25 & 26).
  - iii) GDPR Data Map (page 27).
  - iv) Vehicle Activated Speed Sign Risk Assessment (pages 28 & 29)
  - v) Section 4.1 of the Cemetery Regulations (page 30).
  - vi) Interment Application Form (pages 31 & 32).
14. To note the Parish Council's end of February's net position, bank balances, bank reconciliation and reserves (pages 33 – 36).
15. To authorise bills for payment for March (page 37).
16. Date of the next meeting –
  - Monday 7<sup>th</sup> of April 2025, 7pm Planning Committee at the Youth & Community Centre (YCC).
  - Monday 14<sup>th</sup> of April 2025, 7:30pm Parish Council Meeting at the YCC.
  
  - Monday 28<sup>th</sup> April 2025 7:30pm Parish Assembly / Annual Meeting of Electors 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.