



MINUTES OF THE PARISH COUNCIL MEETING HELD IN BANWELL YOUTH & COMMUNITY CENTRE AT 7:30pm ON MONDAY 17th APRIL 2023

PRESENT: Councillors: Paul Blatchford (Chairman), Phil Adams, Mike Bailey, Steve Davies, Kevin Gibbons, Paul Harding, Nick Manley, Maggie McCarthy, Matthew Thomson and Tara Wright.

IN ATTENDANCE: Mrs Liz Shayler (Clerk)
WARD COUNCILLOR: Cllr Haverson
MEMBERS OF THE PUBLIC: None

Cllr Blatchford 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 were present.

ii) Community Beat Manager's report

The following report was received for the period 18/03/2023 to 17/04/2023.

Incidents reported = 42 with the following selection of crimes reported: 5 abandoned 999 calls, 2 antisocial behaviour, 3 assault, 1 concern for welfare, 2 missing person, 5 suspicious activity and 12 traffic related.

The police are holding a FREE bike security marking event on Banwell Recreation Ground, Saturday 13th of May between 2 & 3pm, pop along and meet the local neighbourhood team and get a bike registered, for more information check out #Bikeregister online.

PCSO Mike Benfield will be leaving the villages team and moving to another area, so they are pleased to welcome PCSO Stephen Hemmett to the team.

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 Twitter "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

Cllr Haverson was thanked by the Chairman for everything she has done on behalf of the Parish Council. She in turn thanked the Council and said how much she enjoyed attending the meetings.

Cllr Haverson reported that she was disappointed that the planning department had taken the stance that they had in relation to the flashing lights denoting the school crossing.

She reported that the new demand bus service had started and whilst it had experienced teething problems with mislabelling of bus stops then the feedback had overall been positive. Whilst stepping down as a District Councillor she would be continuing as a bus champion.

The Chairman thanked her again and wished her luck.

The meeting was convened.

054/23 To receive apologies for absence (agenda item 1)

Apologies were received from Simon Arlidge and District Councillor Ann Harley.

055/23 To receive members' declarations of interest on any agenda item (agenda item 2)

No Declarations of interest

056/23 To approve as a correct record, the minutes of the Parish Council meeting on the 20th of February 2023 (agenda item 3)

Resolved – That the minutes of the Parish Council Meeting held on the 20th of February 2023 be approved as a correct record of the meeting with the following amendments.

The resolution was correctly proposed and seconded (unanimous with three abstentions due to absence)

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

057/23 To note the following committee Meeting minutes (agenda item 4).

i) Planning Committee Meeting held on the 3rd of April 2023.

The minutes were noted.

ii) Youth & Community Centre Committee Meeting held on the 3rd of April 2023.

The minutes were noted.

058/23 To receive the Clerk's report/Exchange of information (agenda item 5)

i) Recreation Ground and Riverside Green additional play equipment projects

The work has been completed. Swing frame is due to be painted and repairs to table tennis table, springer and bottom of the slide when the weather is nicer. Roundabout paint and wet pour is due to be rectified.

ii) Donation from Ward Tree Surgeons of a Birch Tree to replace the memorial tree on the Recreation Ground.

Thanks was given to Ward Tree Surgeons who have kindly donated a tree which will be used to replace the memorial tree which died on the Recreation Ground.

iii) School crossing and flashing amber lights

Having contacted NS planning a sign like this will require advertisement consent and they would be very concerned about both the principle and details of such a sign in the Conservation Area. As such they discussed it further with both the bypass team and the highways team to ensure all options had been explored. Despite both teams saying that this was the only short term solution the planning department informed the clerk that the sign would not be approved due to it being sited in a conservation area.

iv) Coronation memorabilia for Banwell Buddies and Banwell School.

All items have been delivered to the Parish Office and will be delivered to the School on May 4th.

v) Cemetery Fence

A complaint had been received in reference to items being thrown over the fence into a resident's garden. The Clerk will be meeting with the resident to discuss.

vi) Spring Clean

The Vice Chairman reminded all Councillors that it was the Spring Clean on Saturday the 22nd and that he looked forward to seeing everyone.

vii) **Westlink**

The Vice-chairman reported that he had used the service successfully but that it was disappointing that there were not more communication tools available to encourage people to use the service.

viii) **Church Street**

Concern was raised that new residents on Church Street were parking inappropriately on double yellow lines and the pavement. Councillors were informed it was an enforcement matter and to report it to the Police.

059/23 To note the training and events available and agree any attendance (agenda item 6)

i) **ALCA e-learning on nimble**

The training was noted.

ii) **Breakthrough Communications Training via ALCA**

The training was noted.

iii) **Finance Training via ALCA**

The training was noted.

iv) **'Scribe' Finance Training**

The training was noted.

v) **Various NALC Training**

The training was noted.

The Clerk tabled an additional training opportunity.

vi) **SLCC 'Climate Change' themed summit £120**

Resolved – That the Clerk attend SLCC's Community Engagement' themed summit £60.

The resolution was correctly proposed and seconded (unanimous)

060/23 To approve the following expenditure (agenda item 7).

i) **£95 for the annual membership to the Institute of Cemetery & Crematorium Management.**

Resolved – To agree the cost of £95 for the annual membership to the Institute of Cemetery & Crematorium Management.

The resolution was correctly proposed and seconded (unanimous)

ii) **£417.60 + VAT for the annual Scribe accounting package.**

Resolved – To agree the cost of £417.60 + VAT for the annual Scribe accounting package.

The resolution was correctly proposed and seconded (unanimous)

iii) **£737.74 for the Annual Avon Local Council Association (ALCA) subscription.**

Resolved – To agree £737.74 for the Annual Avon Local Council Association (ALCA) subscription.

The resolution was correctly proposed and seconded (unanimous)

061/23 To review and approve the updated Asset Register (agenda item 8):

Resolved – To review and approve the updated Asset Register with the removal of ‘The Village Hall land’ from land assets.

The resolution was correctly proposed and seconded (unanimous)

062/23 To note the March Operational Play Inspection reports for the Recreation Ground and Riverside Green and agree a way forward (agenda item 9):

The March Operational Play Inspection was noted with most of the works to be completed by GB Sport as previous agreed work. The Clerk to source a quote for a MUGA panel.

063/23 To note the street names suggestions (Ochre Fields & Kestrel View) for the former Western Trade Centre, Knightcott Road, and agree a way forward (agenda item 10):

Resolved – Not to support the road name suggestions of Ochre Fields & Kestrel View and to put forward the following suggestions Baytree Farm and Keane.

The resolution was correctly proposed and seconded (unanimous)

064/23 To note the conclusion of the internal audit report 31st March 2023 (page 29 - 32) and agree any recommendations (agenda item 11)

The conclusion of the internal audit report 31st March 2023 were noted.

Resolved – That Councillor Gibbons to undertake the quarterly and annual review.

The resolution was correctly proposed and seconded (unanimous)

065/23 To carry out a review of the effectiveness of the system of internal control and review the Internal Audit Plan (agenda item 12)

Resolved – That they agree that they have an effective system of internal control and to approve the reviewed Internal Audit Plan.

The resolution was correctly proposed and seconded (unanimous)

066/23 To agree up to two savings bank accounts for the Cemetery Fund and Parish Council Reserves and agree signatories (agenda item 13).

Resolved – To agree that the Parish Council open a single savings account with an ethical Bank. An account with Charity Bank (1 year fixed rate) be set up for the Cemetery Account of up to £85,000 with a small fund kept in the Natwest current account to cover possible costs in the next 12 months. That Cllrs Gibbons; Thompson; Bailey; Harding and Blatchford be signatories on the account.

The resolution was correctly proposed and seconded (unanimous).

067/23 To agree an update to the bank signatories on Unity Bank Account (agenda item 14).

Resolved – To agree that Cllr Gibbons, Cllr Thompson, Cllr Bailey be added to the Unity Trust bank mandates

The resolution was correctly proposed and seconded (unanimous).

068/23 To authorise bills for payment for April (agenda item 15)

The Clerk tabled an updated bills for payment schedule. It was noted that an invoice from YMCA Dulverton had still not been received.

Resolved: To authorise the bills for payment sheet for April of £61,062.82. Cllr Harding and Cllr McCarthy to authorise the BACs payments.

The resolution was correctly proposed and seconded (unanimous)

069/23 To note the Parish Council’s end of March’s net position, bank balances and bank reconciliation (agenda item 16)

The Parish Council’s end of March’s net position, bank balances and bank reconciliation were noted.

070/23 To note the Parish Council’s 2023/24 new budget (agenda item 17)

The Parish Council’s 2023/24 budget was noted.

071/23 Dates of the next meetings (agenda item 18)

Monday 24th of April 2023, 7:30pm Parish Assembly at the Youth & Community Centre (YCC)
TBD Wednesday 3rd of May 2023, 7pm Planning Committee at the YCC
Monday 15th of May 2023, 7:30pm Annual Parish Council Meeting at the YCC.

The Chairman closed the meeting at 20:30

.....Chairman

.....Date

Bills for Payment - 15th March to the 16th April 2023
Banwell Parish Council

Method	Payee	Details	Gross Amount	Comments	Minute agreed	Power
Already Paid						The Parish Council
DD	Nest	Pension contributions underpayment from March (DD 13.04.23)	£ 44.75		086/22	
DD	Mainstream	Phone and Broadband (DD 14.04.23)	£ 138.09		086/22	
DD	EDF	YCC Electricity (15.04.23)	£ 104.32		YCC 17/22	
DD	Npower	Streetlight Power (17.04.23)	£ 477.51		086/22	
To Pay						
BACS	J K Gardening	Grass cutting & Village Orderly	£ 838.50		086/22	
BACS	J K Gardening	Environmental Fee x2	£ 80.00		Admin	
BACS	J K Gardening	Dark Lane clearance	£ 120.00	Total £1038.50	44/23 (iii)	
BACS	Ambience Landscape	Dog Bin emptying	£ 572.00		086/22	
BACS	Insight Cleaning	YCC Cleaning Dec 2022	£ 192.00		086/22	
BACS	Scribe	Annual YCC Booking Subscription	£ 501.12		060/23 (ii)	
BACS	DS Securities	Souder beacons	£ 288.00		181/22 (iii)	
BACS	Banwell Handy Man	YCC Maintenance filling & painting walls, child guards, hanging pictures, gutter repairs & shelving.	£ 142.00		H & S	
BACS	SLCC	Climate Change Summit	£ 72.00		059/23 (vi)	
BACS	GB Sport	Repair worn chains	£ 1,014.00		192/22 (i)	
BACS	GB Sport	Wetpour under swing	£ 1,498.80		192/22 (iii)	
BACS	GB Sport	Operational Play Inspection	£ 120.00	Total £2632.80	086/22	
BACS	GB Sport	Riverside	£ 48,280.52		163/22	
BACS	ICCM	Annual Subscription	£ 95.00		060/23 (i)	
BACS	ALCA	Annual Subscription	£ 737.74		060/23 (iii)	
BACS	Bridget Bowen	Interim Audit	£ 375.00		094/20	
BACS	Lloyds Card Payment	Food Bank, Tuck, zoom, stationary, bin liners, ILCA)	£ 520.14		086/22	
SO	Officer Salaries	Officer Salaries (SO 26.04.23)	£ 2,761.30		086/22	
DD	Nest	Pension contributions (DD 26.04.23)	£ 233.68		086/22	
DD	North Somerset	Waste Collection (DD 01.05.23)	£ 9.50		086/22	
DD	Cathedral Leasing LTD	Waste Collection (DD 05.05.23)	£ 623.96		086/22	
BACS	HMRC	PAYE and NI (12.05.23)	£ 669.54		086/22	
		Totals	£60,657.82			

The Parish Council have resolved to use the General Power of Competence as of the 20th May 2019