



MINUTES OF THE PARISH COUNCIL MEETING HELD IN BANWELL YOUTH & COMMUNITY CENTRE AT 7:30pm ON MONDAY 17th of FEBRUARY 2025

PRESENT: Councillors: Paul Harding (Chairman), Simon Arlidge, Mike Bailey, Paul Blatchford, Kelly Smith, Nina Thain, Steve Voller (Vice-Chairman) & Tara Wright.

IN ATTENDANCE:

WARD COUNCILLOR: Cllr Tristam
MEMBERS OF THE PUBLIC: None

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 were present.

ii) **Community Beat Manager's report.**

The following report was received for the period 19/01/2025 to 16/02/2025.

Incidents reported = 35 with the following selection of crimes reported: 6 abandoned 999 calls, 2 assault, 3 concern, 1 harassment, 1 suspicious activity, 5 theft, 6 traffic related.

The next "Talk to Us Banwell" will be held on the 19th of February from 11am until 12 at the coffee and chat session in the Scout Building. For up-to-date information residents can keep in touch via the Avon & Somerset website or follow them on social media, Facebook "North Somerset Neighbourhood Policing". 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 Tristam gave the following brief report on the following.

- **Mead Fields Development** - Concerns have been raised about parking issues in Mead Fields and the safety of children playing in the streets due to the lack of playgrounds. The Clerk, Cllr Thain, and District Cllr Tristam attended a meeting with Mead Realisations. It was confirmed that the parking issue can only be addressed by the Police, as it involves illegal parking. The PCSO advised Cllr Tristam to report any breaches via 101. Discussions were also held about the importance of play spaces, and it is hoped that a fenced area adjacent to the Mead Fields Hub can be provided while the current public space is under construction. A request for a bus service has also been received, which Cllr Tristam is investigating.
- **Thomas Close Parking** - A resident of Thomas Close has raised concerns about inconsiderate parking in a disabled bay. However, at present, no action can be taken.
- **Banwell Bypass** – With the current closure of Wolvershill Road, plans are in place to use fill material to repair some of the potholes and readjust the bollards along this route.
- **Summer Lane Park Homes Residents** – Residents have expressed concerns that their views are not being heard by developers. They have requested a green gap between their homes and any new development, as well as more detailed information about active travel and transport links connecting them to the new centre and the centre of Banwell.

The meeting was convened.

The Chairman announced that Cllr McCarthy had decided to resign from the Parish Council and thanked her for all her work over the years as a Parish Councillor, as well as for her support in the operational running of the Council. The Clerk will write a letter of thanks.

013/25 To receive apologies for absence (agenda item 1)

Apologies were received from Cllrs Steve Davies, Nick Manley & Matthew Thomson.

014/25 To receive members' declarations of interest on any agenda item (agenda item 2)

No interests were declared.

015/25 To approve as a correct record, the minutes of the Parish Council meeting on the 20th of January 2025 (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.

016/25 To note the following minutes / notes from the following (agenda item 4).

- i) **Planning Committee 5th of February 2025**
- ii) **Youth & Community Centre Committee 5th of February 2025**

The minutes above were noted.

017/25 To receive the Clerk's report/Exchange of information (agenda item 5)

- i) **Banwell Bypass update**

North Somerset Council (NSC) has agreed to bring forward essential Banwell Bypass works, originally planned for Stage Two of the Galliford Try contract. These include utility diversions and the construction of a haul road. The decision to progress to Stage Two, allowing main construction to begin, is now expected to be discussed at NSC Full Council meeting on 1st April. The Bypass Team has offered a Parish Council briefing on 14th April.

The Bypass Team is in discussions with Homes England to secure additional funding and extend its availability into early 2027. NSC Executive Members unanimously supported accelerating these works, with additional backing from all MPs covering North Somerset. To provide updates and information to the community, Galliford Try has launched a Banwell Bypass social media platform: <https://www.facebook.com/profile.php?id=61572307361006>. A "Meet the Contractor" event is being considered for April or May
- ii) **Community Governance Review**

A Community Governance Review (CGR) allows principal authorities to assess whether governance arrangements for parishes and towns are working efficiently and effectively, making changes where necessary. This may include the creation, merger, or abolition of parishes, amendments to parish or ward boundaries, and changes to parish names and styles. It can also review electoral arrangements, such as the ordinary year of election, the number of councillors, and the number and boundaries of wards. Additionally, it provides an opportunity to consider grouping or de-grouping parishes under a common parish council. The first Parish Council briefing is the 27th of February.
- iii) **Willow Crafting Bird Feeders.**

The Environment and Biodiversity Officer worked with the YMCA to offer a willow crafting session to create bird feeders. This was well received, with some young people making multiple feeders. There are still some materials left, so she is offering it as one of the Public Living Room activities on 25th March.
- iv) **Banwell Methodist Chapel Thank you.**

Following the postponement of the Christmas Market, several stalls were unable to attend. The Methodist Chapel requested to hire the Youth & Community Centre to host these stalls. In consultation with the Chairman of the YCC, the building was offered free of charge. The Methodist Chapel later sent a letter thanking the Parish Council and confirming that they had raised £203.60.

018/25 To note the training and events available and agree any attendance (agenda item 6)

- i) **ALCA e-learning on nimble**
- ii) **Breakthrough Communications Training via ALCA**
- iii) **Various Finance Training via ALCA**
- iv) **Various ‘Scribe’ Finance Training**
- v) **Various NALC training from £30**

The training above was noted.

019/25 To approve the following expenditure (agenda items 7)

- i) **An additional £35+ VAT for inline CCTV camera supply.**

Resolved – To approve the cost of £35 for an additional inline CCTV camera supply.

The resolution was correctly proposed and seconded (unanimous)

- ii) **£499.99 for a detailed drawing of the new cemetery garden design for tender purposes.**

Resolved – To approve the cost of £499.99 a detailed drawing of the new cemetery garden.

The resolution was correctly proposed and seconded (unanimous)

020/25 To agree a £50 donation to St Johns Ambulance for two Defib training sessions, with an allocated refreshments budget of £25 (agenda item 8).

Resolved – To approve a £50 donation to St Johns Ambulance for two Defib training sessions on the 19th & 22nd March, with an allocated refreshments budget of £25.

The resolution was correctly proposed and seconded (unanimous)

021/25 To agree on the 19th of July 2025 as the date for the unveiling of the Ancient Remains Stone and the associated event, with an allocated refreshments budget of £80 (agenda item 9).

Resolved – To approve a £80 refreshments budget for the unveiling of the Ancient Remains Stone and its associated event on the 19th July 2025.

The resolution was correctly proposed and seconded (unanimous)

022/25 To agree the 2025 spring and summer clean dates and a refreshments budget (agenda item 10).

Resolved – To agree a refreshments budget of £30 for the Spring Clean on May 17th and the Summer Clean on the 20th of September.

The resolution was correctly proposed and seconded (unanimous)

023/25 To review the committee membership (agenda item 11).

Resolved – To appoint the following Members to Committees and Working Groups for the remainder of 2024/25.

| Planning | Youth and Community Centre |
|-----------------|-----------------------------------|
| Cllr Arlidge | Cllr Harding |
| Cllr Blatchford | Cllr Manley |
| Cllr Davies | Cllr Smith |
| Cllr Harding | Cllr Thain |
| Cllr Manley | Cllr Thomson |
| Cllr Thomson | Cllr Wright |

| Employment | Appeals |
|---|--|
| Cllr Arlidge | Cllr Bailey |
| Cllr Blatchford | Cllr Davies |
| Cllr Harding | Cllr Thomson |
| Cllr Smith | |
| Cllr Thain | |
| | |
| Cemetery & Memorials Working Group | Banwell Sustainability Working Group |
| Cllr Blatchford | Cllr Arlidge |
| Cllr Davies | Cllr Bailey |
| Cllr Harding | Cllr Harding |
| | Cllr Thomson |
| John Keate (co-opted) | Cllr Smith |
| | Cllr Voller |
| | Cllr Wright |
| | |
| Wolvershill Development Liaison Group | Wolvershill Development Working Group |
| Chairman of the Parish Council | Cllr Arlidge |
| Vice-Chairman of the Parish Council | Cllr Bailey |
| Chairman of the Planning Committee | Cllr Blatchford |
| | Cllr Harding |
| | Cllr Manley |
| | Cllr Thomson |
| | Cllr Voller |

The resolution was correctly proposed and seconded (unanimous)

024/25 To note the Internal Controls report undertaken by Cllr Voller and agree changes to the following documents (agenda item 12).

The Internal Controls report undertaken by Cllr Voller was noted.

- i) **New Section 5 in the Expenses - Travelling and Subsistence Policy for Councillors & employees.**

Resolved – To agree to insert a new section 5 to the Travelling and Subsistence Policy.

The resolution was correctly proposed and seconded (unanimous)

- ii) **Section 9 of the Financial Regulations.**

Resolved – To agree changes to section 9 of the Financial Regulations.

The resolution was correctly proposed and seconded (unanimous)

- iii) **New line in the Financial Risk Assessment.**

Resolved – To agree a new line in the financial regulations in relation to use of the credit card.

The resolution was correctly proposed and seconded (unanimous)

025/25 To agree the following new documents (agenda item 13).

- i) **Parish Council Youth & Community Centre Risk Assessment.**

Resolved – To agree the new Parish Council Youth and Community Centre Risk Assessment.

The resolution was correctly proposed and seconded (unanimous)

ii) **General Assets Risk Assessment.**

Resolved – To agree changes the General Assets Risk Assessment.

The resolution was correctly proposed and seconded (unanimous)

iii) **Body Camera Risk Assessment.**

Resolved – To agree the new Body Camera Risk Assessment.

The resolution was correctly proposed and seconded (unanimous)

iv) **Updated Strategic Action Plan.**

Resolved – To agree the updated Strategic Action Plan with a change in 1.13 from 'decision' to 'discussion of the necessity'.

The resolution was correctly proposed and seconded (unanimous)

026/25 To note the Planning Committee's response and determine the Council's response to the following planning applications (agenda item 14).

i) **24/P/2446/OU2 Land North of Knightcott Road and West and East of Summer Lane Banwell.**

Outline planning application with Environmental Statement (main points of Access, from Banwell Bypass and Wolvershill Road not reserved) for demolition of existing buildings and phased redevelopment to provide up to 1,300 homes (Use Class C3), a mixed-use local centre including up to 5,500 sqm of community and commercial uses (Use Classes E, F1 and F2) and a Care or Extra Care facility (Use Class C2), a Primary School, green infrastructure, and associated works. Details of layout, appearance, scale and landscaping reserved for subsequent approval.

Resolved – The Parish Council notes this application. While they broadly support the scheme, this is contingent on its implementation following the delivery of the Banwell Bypass.

However, there are concerns regarding the traffic assessment presented in this application, as it appears to have been conducted under the assumption that Wolvershill Bridge will be closed. Given the recent clarification from North Somerset Council confirming that the bridge will remain open, we urge an updated assessment to accurately reflect the future road network and to properly evaluate the development's impact on existing infrastructure.

Additionally, we request that a monitoring point be established on Riverside to assess the development's impact on this road and ensure that any unforeseen traffic implications can be addressed appropriately.

The Parish Council also notes concerns regarding the Summer Lane Park Home site, particularly the potential for hard development—including both housing and employment units—being built directly up to the boundary. We strongly request the incorporation of a strategic green gap to protect the amenity of existing residents and provide an appropriate buffer between the development and the Park Homes.

The resolution was correctly proposed and seconded (unanimous)

The Parish Council acknowledged the recommendations of the Environment and Biodiversity Officer and considered the following to be relevant at this outline planning stage:

Resolved: To request mandated minimum hedgerow dimensions to ensure ecological integrity and to secure a legally binding Habitat Management and Monitoring Plan (HMMP) as a condition of planning permission, ensuring the long-term success of these measures.

The resolution was correctly proposed and seconded (unanimous)

ii) **24/P/2690/OU2 Land East of Wolvershill Road, Banwell.**

Outline Planning Application with Environmental Statement (main points of Access, from Banwell Bypass and Wolvershill Road not reserved) for demolition of existing buildings and phased redevelopment to provide up to 1,300 homes (Use Class C3), a mixed-use local centre including up to 5,500 sqm of community and commercial uses (Use Classes E, F1 and F2) and a Care or Extra Care facility (Use Class C2), a Primary School, green infrastructure, and associated works. Details of layout, appearance, scale and landscaping reserved for subsequent approval.

Resolved – The Parish Council notes this application. While they largely support the scheme and welcome its proposed benefits, particularly improvements to the nature trails, they have several concerns and believe its implementation should be contingent on the completion of the Banwell bypass.

- **Traffic Assessment Concerns** - The current traffic assessment appears outdated, as it assumes Wolvershill Bridge will be closed, which is no longer the case. We urge an updated assessment to reflect the future road network accurately and to properly evaluate the development's impact on existing infrastructure.
- **Safeguarding the Junction 21 Relief Road Route** - The forthcoming North Somerset Local Plan 2040 includes plans for a Junction 21 bypass relief road. While we acknowledge that its delivery may be a long-term objective, the proposed development includes permanent features—such as a SuDS basin, wet woodland, community orchard, and housing—that would occupy the planned route. It is crucial to safeguard this corridor to ensure that the relief road remains a viable option to meet future infrastructure needs.

To request mandated minimum hedgerow dimensions to ensure ecological integrity and to secure a legally binding Habitat Management and Monitoring Plan (HMMP) as a condition of planning permission, ensuring the long-term success of these measures.

The resolution was correctly proposed and seconded (unanimous)

iii) **24/P/0046/OU2 Land North of Banwell and West of Wolvershill Road Banwell.**

Outline planning application with Environmental Statement for residential-led mixed use development comprising: up to 600 residential dwellings including specialist later living accommodation (Classes C2 and C3), mixed-use Local Centre (non-residential uses to include Classes E, F2 and sui generis (pub/restaurant)), a Primary School (Class F1), sports and leisure provision including community park, public open space and associated access, infrastructure, landscape and ancillary works. All matters reserved except for access from Wolvershill Road and Summer Lane.

Resolved – The Parish Council notes this application. While they broadly support the scheme, they do so on the condition that it is implemented after the delivery of the Banwell bypass. However, several concerns remain.

- **Traffic Assessment Concerns** - The current traffic assessment is outdated, as it assumes Wolvershill Bridge will be closed, which is no longer the case. We urge an updated assessment to accurately reflect the future road network and properly evaluate the development's impact on existing infrastructure.
- **Encroachment on the Strategic Green Gap** - The proposal includes a football clubhouse, parking facilities, and pitches within the strategic green gap. This green gap is vital for maintaining the distinct identity of the 'old' village of Banwell by ensuring separation from the new development. While we acknowledge North Somerset Council's requirement for additional sports pitches, we do not consider this location appropriate.

The Wolvershill development should not be used as a catch-all solution for the district's wider needs, particularly when such provisions compromise the strategic green gap's purpose. Introducing these facilities in this location would harm the undeveloped character of the area and contradict the forthcoming Local Plan's definition of a strategic green gap.

Furthermore, this provision is unnecessary given that Banwell Football Club is already a well-established and successful club serving the community. If additional sports facilities are required, they should be incorporated within the new development itself, preventing unnecessary vehicle movements into Banwell and along Wolvershill Road.

The resolution was correctly proposed and seconded (unanimous)

027/25 To note the Parish Council's end of January's net position, reserves, bank balances and bank reconciliation (agenda item 15)

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

028/25 To authorise bills for payment for February (agenda item 16).

Resolved – To authorise the bills for payment for January of £11,029.81. Cllr Harding and Cllr Blatchford to authorise the BACs payments.

The resolution was correctly proposed and seconded (unanimous)

029/25 Dates of the next meetings (agenda item 17)

Monday 3rd of March 2025, 7pm Planning Committee at the Youth & Community Centre (YCC).
Monday 17th of March 2025, 7:30pm Parish Council Meeting at the YCC.

The Chairman closed the meeting at 20:33

.....Chairman

.....Date

Bills for Payment - 20th January to the 15th February 2025
Banwell Parish Council

| Method | Payee | Details | Gross Amount | Comments | Minute agreed | Power |
|---------------------|-------------------------------|--|--------------------|----------|----------------------|--------------------|
| Already Paid | | | | | | The Parish Council |
| DD | YU | Streetlight Power | £ 270.66 | | 083/24 | |
| DD | Mainstream | Phone and Broadband | £ 57.43 | | 083/24 | |
| To Pay | | | | | | |
| BACS | J K Gardening | Grass cutting & Village Orderly contract | £ 1,043.34 | | 083/24 | |
| BACS | J K Gardening | Moss spray | £ 55.00 | | H & S | |
| BACS | J K Gardening | Rec and YCC Hedges | TOTAL £1478.34 | | 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 | Somerset Playing Fields Assoc | Annual Subscriptiton | £ 15.00 | | 006/25 (i) | |
| BACS | Churchill Minibus Society | Annual grant | £ 1,000.00 | | 199/24 | |
| DD | Avanti Gas | Standing charge | £ 83.92 | | 083/24 | |
| BACS | CSG | Annual Pump inspection | £ 214.80 | | H & S | |
| BACS | Parish Magazine | Advert | £ 36.00 | | 240/19 | |
| BACS | DS Securities | Annual Intruder Alarm | £ 594.00 | | 006/25 (iii) | |
| BACS | DS Securities | Annual Fire Alarm | £ 318.00 | | 006/25 (iii) | |
| BACS | DS Securities | Replacement CCTV cameras x 2 | £ 636.00 | | 006/25 (v) | |
| BACS | DS Securities | CCTV power supply & update to door access software | £ 210.00 | | H & S | |
| BACS | DS Securities | CCTV Annual Servicing | TOTAL £1,932.00 | | 006/25 (iv) | |
| BACS | Neill Merrick | H & S Works to YCC | £ 65.00 | | H & S | |
| BACS | Officer overtime + Expenses | Overtime, expenses (rolls & milk) | £ 20.04 | | contractual & 022/24 | |
| DD | Lloyds Bank PLC | Multipay charge & costs (Open AI, food, YC) | £ 86.92 | | various | |
| DD | EDF | YCC Electricity | £ 208.44 | | 083/24 | |
| SO | Officer Salaries | Officer Salaries | £ 2,831.71 | | 083/24 | |
| DD | Nest | Pension contibutions | £ 188.53 | | 083/24 | |
| DD | Unity Trust | Bank Charges | £ 10.65 | | 083/24 | |
| DD | North Somerset | YCC Waste Collection | £ 9.50 | | 083/24 | |
| DD | Water 2 Business | YCC Water | £ 162.71 | | 083/24 | |
| BACS | HMRC | PAYE and NI | £ 782.09 | | 083/24 | |
| DD | CF corporate | Printer lease | £ 132.00 | | 126/24 | |
| | | Totals | £ 11,029.81 | | | |

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