



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

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

IN ATTENDANCE:

WARD COUNCILLOR: Cllr Tristram
MEMBERS OF THE PUBLIC: One

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.

None received.

iii) Ward Councillor's report.

Cllr Tristram gave the following brief report on the following.

- **Banwell Bypass** – With the construction of the Southern Link Road, the A368 will be closed. Riverside is expected to be closed for 3 months at some point after March 23rd.
- **Wolvershill Development** – He has been liaising with residents and Wain Estates regarding the impact of the works on local businesses. He has also participated in meetings concerning the proposed sports pitches within the strategic green gap and is scheduled to meet with the Football Club.
- **Thomas Close Parking** - A resident of Thomas Close has raised concerns about inconsiderate parking. Cllr Tristram has met with nine local residents to discuss the issues and has arranged a meeting with Allianz Homes to address the matter further.

The meeting was convened.

030/25 To receive apologies for absence (agenda item 1)

Apologies were received from Cllrs Mike Bailey and Nina Thain.

031/25 To receive members' declarations of interest on any agenda item (agenda item 2)

No interests were declared.

032/25 To approve as a correct record, the minutes of the Parish Council meeting on the 17th of February 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.

033/25 To note the following minutes / notes from the following (agenda item 4).

- i) **Planning Committee 3rd of March 2025**
- ii) **Employment Committee 3rd of March 2025**

The minutes above were noted.

034/25 To receive the Clerk's report/Exchange of information (agenda item 5)

i) **Banwell Bypass update**

An apology was received regarding the lack of notice and subsequent delay of the road closure at Riverside. This issue was partly due to an IT error, which did not recognise that Church Street would be impacted by the closure. The anticipated road closures include a nighttime closure of Well Lane (to the industrial estate) and Riverside, which will take place once the necessary permits are received (from 23rd March onwards). There has been a change in Galliford Try's Communications Officer, and a "Meet the Contractor" event is being scheduled for May. Utility diversions and the construction of the haul road are ongoing. The decision to proceed to Stage Two, allowing main construction to begin, is still expected to be discussed at the Full Council meeting on 1st April. A Parish Council briefing by the Bypass Team will take place on 14th April.

ii) **Community Governance Review**

As of April 6, 2025, the 126-bus service, which operates between Weston-super-Mare and Wells via Banwell, will undergo significant changes following a tendering process by North Somerset and Somerset Councils. To expedite travel to and from Weston-super-Mare, buses will now run via the A371 through Banwell, Hutton Moor, and Locking Road, instead of passing through Hutton and Uphill (which includes the hospital and Weston College). Additionally, the timetable will be revised on all days, with an improved frequency on Saturdays, as two buses will now operate the service instead of one.

iii) **Mead Fields Development.**

The Clerk and Cllr Blatchford attended the Mead Realisations Stakeholders meeting. It was confirmed an area adjacent to the Mead Fields Hub will be provided for play. Currently the ground is too wet for it to be mown. The public spaces construction has been delayed to June due to Backhouse construction of the roads adjacent to this space. There is now a floodlight outside of the building for when the hub is used at night and new signage. The issue with the lights by the care home is also likely to be resolved in the next week or so.

iv) **Streetlights.**

The Clerk requested volunteers to take photos of the Parish Council Streetlights and then upload them to the asset management system Civic.ly. Cllrs Arlidge, Harding, Thomson, and Voller volunteered.

035/25 To note the training and events available and agree any attendance (agenda item 6)

- i) **ALCA Operating an effective Staffing Committee 11th & 18th June from 6:15pm, £120. Cllr Bailey and the Clerk.**

Resolved – To approve the cost of £240 for the Clerk and Cllr Bailey to attend Staffing Committee training.

The resolution was correctly proposed and seconded (unanimous)

- ii) **Chairmanship Skills 12th June from 6:15pm, £45**
- iii) **ALCA e-learning on nimble**
- iv) **Breakthrough Communications Training via ALCA**
- v) **Various Finance Training via ALCA**
- vi) **Various 'Scribe' Finance Training**
- vii) **Various NALC training from £30**

The training above was noted.

The Clerk tabled additional training

viii) **ALCA National Planning Policy Framework (NPPF): The Impact of Reforms on Local Councils.**

Resolved – To approve the cost of £40 for Cllr Arlidge & Voller to attend the NPPF training.

The resolution was correctly proposed and seconded (unanimous)

036/25 To approve the following expenditure (agenda items 7)

- i) **Up to £35 for engraving and paperweight for ‘Service to the Community Award’.**

Resolved – To approve the cost of up to £35 for the paperweight and engraving.

The resolution was correctly proposed and seconded (unanimous)

- ii) **£100.50 for annual automatic front door service.**

Resolved – To approve the cost of £100.50 for annual automatic front door service.

The resolution was correctly proposed and seconded (unanimous)

037/25 To receive a report on the Soup and a Roll initiative and agree a way forward (agenda item 8).

Resolved – To agree to pause the ‘Soup and a Roll’ initiative at the end of May until September.

The resolution was correctly proposed and seconded (unanimous)

038/25 To agree the cost of a baseline ecological survey for the Parish Council owned green spaces (agenda item 9).

Resolved – To agree Contractor A undertake a baseline ecological survey for the Parish Council owned green spaces at a cost of £2045.

The resolution was correctly proposed and seconded (unanimous)

039/25 To note the Impact Alliance Loneliness Project and discuss whether to progress this initiative (agenda item 10).

Resolved – To agree to participate in the Impact Alliance Loneliness Project.

The resolution was correctly proposed and seconded (unanimous)

Resolved: Subject to confirmation that the legality of funds passing through the Parish Council accounts is verified and that there are no audit concerns, funding schemes may be processed through the Parish Council.

The resolution was correctly proposed and seconded (unanimous)

Resolved: Cllr Smith, Cllr Harding and the Clerk will attend the first meeting.

The resolution was correctly proposed and seconded (unanimous)

040/25 To agree a response to North Somersets First Community Governance Consultation (agenda item 11).

Resolved – To agree the response to North Somersets First Community Governance Consultation included within the agenda papers.

The resolution was correctly proposed and seconded (unanimous)

041/25 To note the Planning Committee’s response and determine the Council’s response to North Somersets Consultation paper on Additional Sites (agenda item 12).

Resolved – To agree the following response to North Somersets Consultation paper on Additional Sites included within the agenda papers.

The resolution was correctly proposed and seconded (unanimous)

042/25 To agree the following new documents (agenda item 13).

- i) **General Data Protection Regulation Policy.**
- ii) **Subject Access & Other Rights Policy Data.**
- iii) **GDPR Data Map.**

Resolved – To agree the reviewed General Data Protection Regulation Policy, new Subject Access & Other Rights Policy and GDPR Data Map.

The resolution was correctly proposed and seconded (unanimous)

- iv) **Vehicle Activated Speed Sign Risk Assessment.**

Resolved – To agree the updated Vehicle Activated Speed Sign Risk Assessment.

The resolution was correctly proposed and seconded (unanimous)

- v) **Section 4.1 of the Cemetery Regulations.**
- vi) **Interment Application Form.**

Resolved – To agree the changes to Section 4.1 of the Cemetery Regulations and Interment Application Form.

The resolution was correctly proposed and seconded (unanimous)

043/25 To note the Parish Council’s end of February’s net position, reserves, bank balances and bank reconciliation (agenda item 14)

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

044/25 To authorise bills for payment for March (agenda item 15).

The Clerk tabled additional bills for payment.

Resolved – To authorise the bills for payment for March of £12,355.50. Cllr Harding and Cllr Blatchford to authorise the BACs payments. The Clerk to undertake the two bank transfers and close the Natwest Deposit Account.

The resolution was correctly proposed and seconded (unanimous)

045/25 Dates of the next meetings (agenda item 16)

Monday 7th of April 2025, 7pm Planning Committee at the Youth & Community Centre (YCC).
Monday 14th of April 2025, 7:30pm Parish Council Meeting at the YCC.
Monday 28th April 2025 7:30pm Parish Assembly / Annual Meeting of Electors at the YCC.

The Chairman closed the meeting at 20:25

.....Chairman

.....Date

Bills for Payment - 18th February to the 16th March 2025
Banwell Parish Council

Method	Payee	Details	Gross Amount	Comments	Minute agreed	Power
Already Paid						The Parish Council
BACS	St Johns Ambulance	Donation	£ 50.00		083/24	
DD	YU	Streetlight Power	£ 234.58		083/24	
DD	Avanti Gas	LPG Delivery	£ 794.40		083/24	
DD	Mainstream	Phone and Broadband	£ 57.23		083/24	
DD	XCS	Printer copies	£ 11.17		126/24	
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	£ 405.00		083/24	
BACS	Insight Cleaning	YCC Cleaning	£ 256.00		083/24	
BACS	Mark Walker	a2 Garden design for tendor purposes	£ 499.99		019/25 (ii)	
BACS	North Somerset	Officer 1st Aid Training	£ 105.00		155/24 (ii)	
BACS	GB Sport	Quarterly inspection	£ 120.00		083/24	
BACS	Parish Magazine	Posters x 2 and article	£ 137.00		240/19	
BACS	The Gatehouse	Soup Nov to March	£ 690.00		022/24	
BACS	Adams Memorials	Works to Cemetery memorials	£ 1,050.00		156/24 (iii)	
BACS	Adams Memorials	Ancient Remains Stone	TOTAL £1200 £ 150.00		139/23	
BACS	Bridget Bowen	2nd internal audit	£ 250.00		113/23	
BACS	ALCA	Chairmanship Training	£ 45.00		122/24 (i)	
BACS	ALCA	NPPF update Training	TOTAL £85 £ 40.00		Agenda item	
BACS	Ward Tree Surgeons	Work pick up in annual inspection	£ 1,152.00		006/25 (ii)	
BACS	Audio Visual Direct	Technical Call Out	£ 102.00		Admin	
BACS	Officer overtime + Expenses	Overtime, expenses (weaving, refreshments, rolls & milk)	£ 434.33		contractual & 022/24	
DD	EDF	YCC Electricity	£ 66.31		083/24	
DD	Lloyds Bank PLC	Multipay charge & costs (Open AI, signage, A3 paper)	£ 51.03		Admin	
SO	Officer Salaries	Officer Salaries	£ 2,831.71		083/24	
DD	Nest	Pension contributions	£ 207.13		083/24	
DD	Unity Trust	Bank Charges	£ 10.50		083/24	
DD	North Somerset	YCC Waste Collection	£ 9.50		083/24	
BACS	HMRC	PAYE and NI	£ 904.21		083/24	
		Totals	£ 12,355.50			
Transfer	Natwest Current Account	Payment for works from Natwest Cemetery Account	£ 1,090.00		Admin	
Transfer	Natwest Current Account	Transer balance from Savings Account to current account	£ 45,950.35		197/24	
Close	Natwest Deposit Account	Closed as opened alternative				

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