



Banwell Village Hall,
Westfield Road
Banwell. BS29 6BS
01934 820442

16th May 2018

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 precluded 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 the Annual Meeting of Banwell Parish Council, to be held on Monday 21st May 2018 at 7.30 p.m. at Banwell Village Hall, when the following business will be transacted.

Liz Shayler
Clerk to the Council

A G E N D A

1. To elect a Chairman of the Parish Council for 2018/19
2. To request the Chairman to sign a declaration of acceptance of office
3. To elect a Vice Chairman of the Parish Council for 2018/19
4. To request the Vice Chairman to sign a declaration of acceptance of office
5. To consider the co-option of Emma Perrett to the Parish Council
6. To receive apologies for absence. Cllr Bateman & Cllr Hale
7. To appoint the Cemetery and Memorials Committee for 2018/19 (page 1)
8. To appoint the Youth Club Management Committee for 2018/19 (page 1)
9. To appoint the Employment Committee for 2018/19 (page 1)
10. To appoint the Employment appeals Committee for 2018/19 (page 1)
11. To note the Highways and Childrens Centre working party membership for 2018/19 (page 1)
12. To appoint members of outside bodies for 2018/19 (see list of members from 2017/18 page 2)
13. To receive members' declarations of interest on any agenda item
14. To invite public participation – *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 during the meeting. (Please note that the Council is unable to make any formal decisions under this item).*
 - i) Members of the public
 - ii) Community Beat Manager's report

iii) Ward Councillor's report

15. To approve as a correct record the minutes of the meeting of the Parish Council held on 9th April 2018 (attached – pages 3 to 9).
16. To receive the Clerk's report/Exchange of information: (Please note that the Council is unable to make any formal decisions under this item)
 - i) The Community Picnic on June 2nd 2018
 - ii) "Battles Over" Celebration
 - iii) Lights around the village
17. To approve items of expenditure:
 - i) Renewal of CPRE membership (pages 10 – 13)
 - ii) Pear Technology software update and support £416.40
18. To review and approve the updated Asset Register (pages 14 – 19)
19. To comply with the new general data protection regulations to agree the cost of the following
 - i) A confidential waste disposal company to remove confidential waste
 - ii) Encrypted external hard drive & memory stick
 - iii) Cross shredder
20. To agree the renewal of the Parish Council's insurance policy and whether to fix for three years for a further 5% saving (see previous email dated 14/05/18)
21. To discuss the request from Heartsafe for an annual monitoring fee (page 20)
22. To note the internal auditors, final report for the 2017/2018 accounts and agree any recommendations (attached pages 21 - 26)
23. To approve the Annual Governance Statements for 2017/18 (page 30)
24. To approve the Statement of Accounts for 2017/18 (page 31)
25. To note the training available and agree any attendance.
 - i) 7th June 'Being a Good Councillor'. 7pm until 9pm. Cleeve Emerson's Green Village Hall £50
 - ii) 23rd June 'Social Media for Parish Councils "How To"'. 10 – 12:30. Saltford Hall £40
26. To consider the following grant requests; (see previous email).
 - i) Banwell Action Club
 - ii) Banwell in Bloom
 - iii) Churchill & Langford Minibus association
 - iv) 1st Banwell Scouts
 - v) Banwell Primary School
 - vi) Vine Counselling
 - vii) Vision North Somerset
 - viii) Banwell Village Hall
 - ix) New Creation Dementia Group
 - x) Banwell Potigny Association
27. To agree the extension of the contract with Youthworkz to run the Youth Club from September 2018 to August 2019 (pages 36 & 37)
28. To consider a request from the Brewers Arms for the use of Riverside Green for parking on the weekend of the 26th / 27th May 2018

29. To consider a request from Banwell Football Club for the use of Riverside Green for parking on the 16th, 17th June & 3rd November 2018
30. To discuss the grass verge by Golling Lane and agree a way forward (page 38)
31. To note the nationally advised pay increase to spinal point 31 of the Clerks Salary (pages 39 – 42)
32. To authorise bills for payment (page 43)
33. To note the Parish Council's end of April's net position, bank balances and bank reconciliation (pages 44 - 46)
34. To note and comment upon planning applications.
- i) **18/P/2250/FUL** Ground Floor, 8 West Street, Banwell BS29 6DA. Change of use of ground floor (former hair salon) to self-contained one bedroom flat.
 - ii) **18/P/2370/MMA** Cedar Lodge Wolvershill Road Banwell BS29 6DJ. Minor material amendment to application 17/P/0858/F to raise the height of the garage by 1.5m to use the roof space for storage and including 2 No. rooflights and a window.
 - iii) **18/P/2402/FUL** Lower Rhodyate Farm, The Rhodyate, Banwell. BS29 6NR. Conversion of two holiday cottages into 2no. dwellings.
 - iv) **18/P/2797/HHPA** Trehvarn Wolvershill Road Banwell BS29 6LA. Prior approval request for the erection of a single storey rear extension with a flat roof that would 1) extend beyond the rear wall of the original house by 3.6 metres; 2) have a maximum height of 2.6 metres and 3) have eaves that are 2.6 metres high.
 - v) **18/P/2870/FUL** Lower Rhodyate Farm The Rhodyate Banwell North Somerset BS29 6NR. Retention of park home to be used as an Agricultural Worker's Dwelling for a temporary period.
 - vi) **18/P/2934/TPO** Emmerson Terrace, Westfield Road, Banwell. BS29 6BT T1 - Silver birch - 2m reduction. T2 - Sycamore - 2.0m crown reduction of the western canopy to boundary.
 - vii) **18/P/3010/LDP** The Old Farmhouse, Rolstone Farm, West Rolstone Road, Hewish. BS24 6UU. Lawful development Certificate for the Proposed two storey rear extension to project out no more than 3 metres from original rear wall. Eaves height and ridge height to be no higher than existing house. Not within 7 metres of rear boundary.
 - viii) **18/P/3029/HHPA** The Old Farmhouse, Rolstone Farm, West Rolstone Road, Hewish. BS24 6UU. Prior approval request for the erection of a single storey rear extension with a pitched roof that would 1) extend beyond the rear wall of the original house by 6.5 metres; 2) have a maximum height of 3.99 metres and 3) have eaves that are 2.49 metres high.
 - ix) **18/P/3027/FUL** Hatch Cottage, Hatches Lane, Banwell. BS24 6UF Change of use of agricultural land to mixed agricultural and equestrian and provision of horse ménage area for private use.
 - x) **18/P/3033/FUH** 7, North View Drive, Banwell BS29 6AS. Two storey side extension, front porch and front balcony
35. To note planning decisions – (for information).
- i) **18/P/2182/LDP** - Small Acre, Box Bush Lane, Rolstone, Weston-super-Mare, North Somerset. BS24 6UA. Application for a Lawful Development Certificate for proposed siting of a twin unit mobile home. **APPROVED**
 - ii) **18/P/2236/OUT** – Meadow Court, Wolvershill Road, Banwell. BS29 6DJ. Outline planning permission for the erection of 2no. dwellings with access and layout for approval and appearance, landscaping and scale reserved for subsequent approval **REFUSED**
 - iii) **18/P/2277/FUH** – 26 West Street Banwell North Somerset BS29 6DB. The widening of the existing window opening and the proposed installation of a timber window (option 1) to replace existing unauthorized uPVC window on the ground floor within the side elevation of no. 26 West Street. **APPROVED**
 - iv) **18/P/2326/RM** - Lower Rhodyate Farm, The Rhodyate, Banwell BS29 6NR Reserved matters application for the erection of an agricultural worker's dwelling for matters of access, appearance, landscaping, layout and scale pursuant to outline application 17/P/2014/O (erection of 1 No. agricultural workers dwelling with all matters reserved for subsequent approval). **APPROVED**

- v) **18/P/2665/FUH** – Yarborough Cottage, Banwell Road, Christon, Banwell. BS29 6ND. Oak framed garden room to side. **APPROVED**
- vi) **18/P/2666/LBC** – Yarborough Cottage, Banwell Road, Christon, Banwell. BS29 6ND. Oak framed garden room to side. **APPROVED**
- vii) North Somerset's Modification Order 58 - Waterloo Farm, Banwell. **APPROVED**

36. Date of the next meeting –

22nd May 2018 – Cemetery and Memorials Committee 7pm Banwell Cemetery

18th June 2018 – Parish Council Meeting

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.