



# **MINUTES OF THE PARISH COUNCIL MEETING HELD IN BANWELL YOUTH & COMMUNITY CENTRE AT 7:30pm ON MONDAY 19<sup>th</sup> of FEBRUARY 2024**

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

**IN ATTENDANCE:** Mrs Liz Shayler (Clerk)  
**WARD COUNCILLOR:** Cllr Joe Tristam  
**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 15/01/2024 to 18/02/2024.

Incidents reported = 47 with the following selection of crimes reported: 4 abandoned 999 calls, 2 anti-social behaviour, 2 assault, 3 burglaries (non-dwelling), 2 concern for welfare, 1 criminal damage, 1 harassment, 5 missing person, 1 suspicious activity, 2 theft from a vehicle, 3 threat and 7 traffic related.

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 Tristam gave the following brief report on the Banwell Bypass. The compulsory orders for the bypass has been approved, and environmental mitigation works commenced this week.

**The meeting was convened.**

**016/24 To receive apologies for absence (agenda item 1)**

Apologies were received from Cllrs Mike Bailey, Steve Davies, Nick Manley and Maggie McCarthy (who attended online).

**017/24 To receive members' declarations of interest on any agenda item (agenda item 2)**

An interest was received from Cllr Gibbons on agenda item 7 as he runs a monthly soup lunch in the Village Hall.

**018/24 To approve as a correct record, the minutes of the Parish Council meeting on the 15<sup>th</sup> of January 2024 (agenda item 3)**

**Resolved** – That the minutes of the Parish Council Meeting held on the 15<sup>th</sup> of January 2024 be approved as a correct record of the meeting.

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

The minutes of the meeting will be signed by the Chairman as a correct record.

**019/24 To note the following minutes / notes from the following (agenda item 4).**

- i) Wolvershill Liaison Group 1st of February 2024
- ii) Wolvershill Liaison Group 5<sup>th</sup> of February 2024
- iii) Planning Committee 5<sup>th</sup> of February 2024
- iv) Youth & Community Centre Committee 5<sup>th</sup> of February 2024
- v) Employment Committee 5<sup>th</sup> of February 2024
- vi) Wolvershill Working Group 12<sup>th</sup> of February 2024

The minutes from the meetings above were noted.

**020/24 To receive the Clerk's report/Exchange of information (agenda item 5)**

i) **Zebra Crossing Escort**

Although the initiative has been positively received by the community, regrettably, we have not yet received any volunteers willing to help in covering duties during the absence of the current volunteer. However, three individuals have expressed their willingness to undergo the Traffic Management for Community Events (TMCE) training scheduled for the 21st of February. Considering recent incidents involving vehicles disregarding the crossing, the current volunteer will be equipped with a body camera, in consultation with the Police and Breakthrough Communications, to ensure enhanced safety measures.

ii) **Solar Panels**

All installed and operational. The path is being done this week.

iii) **Archaeological remains**

Border Archaeology have suggested dates in May for the interment of the remains. Adams Memorials have set aside a suitable stone ready for a plaque. The Clerk is awaiting suggestions from Border Archaeology for the inscription.

**021/24 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 £30**
- vi) **North Somerset Council's Weed Management Inquiry Day, Thursday 29<sup>th</sup> February Free**
- vii) **SLCC 'How to use ChatGPT' Tuesday 14th May £18 (Clerk & Admin/Comms Officer)**
- viii) **Potential Earthlight Mapping Training.**

**Resolved** – To agree the cost of £36 for up to two people including the Clerk to attend the SLCC How to use ChatGPT'.

**The resolution was correctly proposed and seconded (unanimous)**

Three Councillors have expressed an interest in attending any potential earthlight training.

**022/24 To discuss the 'Soup and a Roll' initiative and decide a way forward (agenda item 7)**

This has now been ongoing for just under three months. Attendance figures indicate a consistent turnout, ranging between 17 and 21 individuals per day (with a high of 26 on the 15<sup>th</sup> of Feb). To date, the initiative has welcomed a total of 358 visitors and has received voluntary donations amounting to £504.

**Resolved:** To continue the initiative past March, twice a week, but double the current voluntary contribution to £2 with possible change of menu in the summer.

**The resolution was correctly proposed and seconded (unanimous with one abstention)**

**023/24 To agree the new Banwell Allotment Co-operative Society Limited Tenancy agreement and to sign the new tenancy agreement (agenda item 8).**

**Resolved** – To agree the new site specific Banwell Allotment Co-operative Society Limited Tenancy Agreement for plot holders.

**The resolution was correctly proposed and seconded (unanimous)**

**Resolved** – To sign the new tenancy agreement between the Parish Council and Banwell Allotment Co-operative Society Limited.

**The resolution was correctly proposed and seconded (unanimous)**

**024/24 To agree the new Strategic Plan Action Plan (agenda item 9)**

**Resolved** – To agree the new Strategic Plan Action Plan

**The resolution was correctly proposed and seconded (unanimous)**

**025/24 To agree a formal first response from the Parish Council in relation to initial ideas submitted by North Somerset, three developers involved in the new Wolvershill development (agenda item 10).**

**Resolved** – To agree the response submitted as part of the agenda papers with the following addition: It must be recognised that there will be a major route north of the bypass to the M5 / Morrisons and so the road network needs to reflect this.

**The resolution was correctly proposed and seconded (unanimous)**

**026/24 To note the Internal Controls report undertaken by Cllr Gibbons (agenda item 11).**

Thanks was given to Cllr Gibbons. The internal controls report was noted.

**027/24 To authorise bills for payment for February (agenda item 12)**

**Resolved:** To authorise the bills for payment sheet for February of £10,284.38. Cllr Harding and Cllr Bailey to authorise the BACs payments.

**The resolution was correctly proposed and seconded (unanimous)**

**028/24 To note the Parish Council's end of Januarys net position, reserves, bank balances and bank reconciliation (agenda item 13)**

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

**029/24 Dates of the next meetings (agenda item 15)**

Monday 4th of March 2024, 7pm Planning Committee at the Youth & Community Centre (YCC)  
Monday 18th of March 2024, 7:30pm Parish Council Meeting at the YCC.

The Chairman closed the meeting at 20:00

.....Chairman

.....Date

**Bills for Payment - 16th January to the 13th February 2024**  
**Banwell Parish Council**

Method	Payee	Details	Gross Amount	Comments	Minute agreed	Power
<b>Already Paid</b>				There are 2 MPAN numbers		The Parish Council
DD	Water2business	YCC Water six monthly bill	<b>£180.89</b>		095/23	
BACS	Up to Speed	TMCE Training	<b>£750</b>		E07/24	
DD	YU	Streetlight Power	<b>£262.21</b>		095/23	
DD	YU	Streetlight Power	<b>£9.42</b>		095/23	
DD	Mainstream	Phone and Broadband	<b>£44.98</b>		095/23	
BACS	Avanti Gas	YCC LPG Staning charge	<b>£83.92</b>		095/23	
<b>To Pay</b>						
BACS	J K Gardening	Grass cutting & Village Orderly contract	<b>£1,043.34</b>		095/23	
BACS	J K Gardening	Hedges YCC, Riverside & Rec	<b>£325.00</b>		H & S	
BACS	J K Gardening	Env. Fee x 2	<b>£80.00</b>		Cem admin	
BACS	Ambience Landscape	Dog Bin emptying	<b>£629.20</b>		095/23	
BACS	Insight Cleaning	YCC Cleaning	<b>£240.00</b>		095/23	
BACS	Dani Wolfgang- James	Locum Comms Officer	<b>£544.64</b>		E31/23	
BACS	DS Securities	Replacement of 2 cameras at YCC	<b>£636.00</b>		006/24 (iii)	
BACS	GB Sport	Birds Nest Swing	<b>£1,026.78</b>		206/23 (v)	
BACS	SLCC	How to Use ChatGPT	<b>£18.00</b>		021/24 (vii)	
BACs	Banwell Parish News	Classified Add	<b>£30.00</b>		240/19	
DD	EDF	YCC Electricity	<b>£247.22</b>		095/23	
BACS	Weston Rail Services	Christmas Tree installation & removal	<b>£436.80</b>		173/23 (ii)	
BACS	Neil Merrick	Cookery Sessions x4	<b>£114.27</b>		189/23 (ii)	
DD	Lloyds Bank PLC	Multipay charge & costs (zoom, food bank, Christmas Hampers).	<b>£214.34</b>		095/23	
BACS	Liz Shayler	Overtime	<b>£307.22</b>		013/24	
SO	Liz Shayler	Clerks Salary	<b>£2,008.95</b>		095/23	
DD	Nest	Pension contibutions	<b>£209.75</b>		095/23	
BACS	HMRC	PAYE and NI	<b>£831.95</b>		095/23	
DD	North Somerset	YCC Waste Collection	<b>£9.50</b>		095/23	
		<b>Totals</b>	<b>£10,284.38</b>			

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



## **Minutes of the meeting of the Planning Committee held at Banwell Youth & Community Centre, 7pm on Monday 4<sup>th</sup> of March 2024.**

**PRESENT:** Councillors Nick Manley (Chairman), Paul Blatchford and Paul Harding.

**IN ATTENDANCE:** Liz Shayler (Clerk).

**MEMBERS OF THE PUBLIC:** None

Cllr Manley welcomed everybody.

**Before the meeting was convened, members of the public were invited to speak.**

**Members of the public.**

No members of the public spoke

**The meeting was convened.**

### **09/24 To receive apologies for absence (agenda item 1)**

Apologies were received from Steve Davies (who attended online), Simon Arlidge & Matthew Thomson

### **10/24 To receive declarations of interest (agenda item 2)**

No declarations of interest were received.

### **11/24 To approve as a correct record the minutes of the Planning Committee Meeting held on the 5<sup>th</sup> of February 2024 (agenda item 3)**

**Resolved** – That the minutes of the Planning Committee Meeting held on the 5<sup>th</sup> of February 2024 be approved as a correct record of the meeting.

**The resolution was correctly proposed and seconded (unanimous)**

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

### **12/24 To note and comment upon planning applications (agenda item 4).**

#### **(i) 24/P/0243/FUH 7 Towerhead Road Banwell BS29 6PQ.**

Proposed demolition of existing conservatory and erection of a single storey extension in place. Replacement of adjacent pitched roofing with a flat roof.

**Resolved:** The committee resolved to support this application.

**The resolution was correctly proposed and seconded (unanimous)**

### **13/24 To note the following planning applications (agenda item 5).**

#### **(i) 23/P/2689/RM Land South of Churchland Way, Wolvershill Road (Parklands, Mead Fields).**

Reserved matters application for approval of access and landscaping in relation to the construction of cycle and footpath connection along the Grumblepill Rhyne to the M5 bridge crossing, pursuant to outline planning permission 12/P/1266/OT2.

#### **(ii) 24/P/0218/AOC 'Rolstone Farm Business Park', West Rolstone Road, Hewish.**

Request to discharge condition numbers 18 (Flood Resilience Measures), 19 (Flood Warning Evacuation Plan), 20 (Foul and Surface Drainage Details) and 21 (Prevention of Pollution) on application 21/P/0094/FUL.

#### **(iii) 24/P/0240/AOC Land at Parklands Churchland Way, Banwell, North Somerset.**

Minor Request to discharge condition number 47 (Archaeology) on application 12/P/1266/OT2.

(iv) **24/P/0353/EA2 Land To East of Wolvershill Road, Banwell**

Request for a formal scoping opinion to determine the scope of an Environmental Impact Assessment for a future application for a proposed residential led mixed-use development (up to 1500 residential dwellings, a school, retail, business, commercial, food/drink and local community uses).

**The applications above were noted.**

**14/24 To note planning decisions – (agenda item 6)**

(i) **23/P/2367/OUT Land at Woodfield 10 Dark Lane Banwell BS29 6BP.**

Outline planning permission for the erection of 1no. two-bedroom bungalow and garage to the south of number 10, together with associated works. **WITHDRAWN**

(ii) **23/P/2710/FUL Dear Leap Farm Knightcott Road Banwell.**

Regularisation of 2no. storage containers to be used in conjunction with the approved use. **REFUSED**

(iii) **23/P/2721/FUH 76 Knightcott Road Banwell BS29 6HF.**

Proposed erection of a part single storey part two storey extension to rear of dwelling. **APPROVE**

(iv) **23/P/2736/R3 Banwell Primary School West Street Banwell BS29 6DB.**

Proposed enlargement of the existing window openings to form 1no. door opening and 2no. larger windows to the Northern elevation of Block F. **APPROVE**

(v) **24/P/0016/TRCA White Lodge 16 - 18 Castle Hill Banwell BS29 6NY.**

Removal of a dead apple tree, Hazel - clear electricity wire by 2m (the removal of Ash trees affected with Ash Dieback has been removed from the specification as it is likely that a felling licence from the Forestry Commission will be required due to the volume of timber to be felled). **NO OBJECTION (tree/hed) unconditional**

(vi) **24/P/0148/TEN Land Opposite North of Yarberry Farm Banwell Road Christon BS29 6ND**

Notification under Regulation 5 of the Electronic Communications Code of the intention to install fixed line broadband apparatus comprising of the installation of 1no. new 9m medium pole at the above location. **PN Reg 5 (Tel) Noted (unconditional).**

**15/24 Date of the next meeting (agenda item 7)**

Planning Meeting Wednesday 3<sup>rd</sup> of April 2024 7pm at Banwell Youth & Community Centre

**The Chairman closed the meeting at 19:07**

.....Chairman

.....Date



# BANWELL PARISH COUNCIL

## MINUTES OF THE MEETING OF THE EMPLOYMENT COMMITTEE HELD AT THE YOUTH & COMMUNITY CENTRE AT 7:30pm ON MONDAY 4<sup>th</sup> MARCH 2024

**Present:** Cllrs Paul Blatchford, Paul Harding (Chairman) & Maggie McCarthy

**In attendance:** Liz Shayler (Clerk).

**09/24 To receive and accept apologies for absence (agenda item 1).**

Apologies were received from Cllr Arlidge.

**10/24 To receive members' declarations of interest on any agenda item (agenda item 2)**

No member's declarations of interest were received.

**11/24 To approve as a correct record the Employment Committee meeting minutes from the 16<sup>th</sup> of January 2024 (agenda item 3).**

**Resolved** – That the minutes be approved as a correct record of the meeting.

**The resolution was correctly proposed and seconded (unanimous).**

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

**12/24 The Council is recommended to resolve that members of the press and public be excluded from the meeting during consideration of the agenda item 6 by reason of the confidential nature of the item of business to be transacted, in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 (agenda item 4).**

**Resolved** – That the press and public be excluded from the meeting.

**The resolution was correctly proposed and seconded (unanimous)**

**13/24 To undertake the Clerk's six-monthly appraisal (agenda item 5)**

The Clerk was thanked for her hard work and commitment as the sole staff member during the last five months.

The Chairman undertook the appraisal which resulted in a satisfactory outcome, identifying key work targets.

**14/24 To undertake the annual review of the Clerks Salary (agenda item 6)**

**Resolved** – To increase the Clerks salary by one spinal point to LCP point scale 33 from the 1<sup>st</sup> of April 2024.

**The resolution was correctly proposed and seconded (unanimous)**

**15/24 To agree the date of the next meeting (agenda item 7)**

25<sup>th</sup> / 26<sup>th</sup> of March 2024 TBD at Banwell Youth & Community Centre

The Chairman closed the meeting at 20:30

.....Chairman

.....Date



# Banwell Parish Council

Banwell Youth & Community Centre,  
West Street, Banwell BS29 6DB  
Telephone: (01934) 820442

Email: [clerk@banwellparishcouncil.org.uk](mailto:clerk@banwellparishcouncil.org.uk)

**MEETING:** Wolverhill Development Liaison Group.

**DATE & TIME:** Monday 11<sup>th</sup> March 2024 at 10:30am.

**LOCATION:** Hybrid – Banwell Youth & Community Centre and Virtually.

**PRESENT:** Parish Councillors Paul Harding, Nick Manley representatives from North Somerset Council Marcus Hewlett, Ellena Fletcher, Max Smith and representatives from the developers with land interests at Wolverhill, Andrew Cockett, Jonathan Adams, Jeff Richards, Ian Gazzard, Mike Kerton, Neil Lewis, Dean Fisher, Jenny Brow, Andrea Kellegher & Sarah Morgan.

**Also present:** Liz Shayler (Clerk).

Before the meeting began, given the absence of a chair, then a chair of the meeting was selected.

**WLG16/24 Resolved:** That Cllr Manley be elected as Chair of the meeting.

**WLG17/24 To receive apologies for absence**

Apologies were received from Cllr Blatchford.

**WLG18/24 To receive members' declarations of interest on any agenda item**

No declarations of interest were received.

**WLG19/24 To agree the following minutes**

- i) Wolverhill Liaison Group on the 1<sup>st</sup> of February 2024

**Resolved –** That the minutes of the Wolverhill Liaison Group held on the 1<sup>st</sup> of February 2024 be approved as a correct record of the meeting.

**The resolution was correctly proposed and seconded (unanimous)**

The minutes of the meeting will be signed by the Chairman as a correct record.

- ii) Wolverhill Liaison Group on the 5<sup>th</sup> of February 2024

**Resolved –** That the minutes of the Wolverhill Liaison Group held on the 5<sup>th</sup> of February 2024 be approved as a correct record of the meeting.

**The resolution was correctly proposed and seconded**

The minutes of the meeting will be signed by the Chairman as a correct record.

**WLG20/24 To discuss the following elements of the masterplan.**

The Parish Council and Wolverhill Working Group were thanked for the feedback received so far.

It was reiterated that this meeting was in relation to the land in the control of Wain Estates, Ainscough & Bloor Homes as per the map which forms part of the minutes of the Liaison Group meeting on the 5<sup>th</sup> of February 2024.

There was a presentation on additional thoughts around facilities, access and movement, green & blue infrastructure & local centre.



i). **Facilities**

Present facilities were discussed and whether there would be opportunities to improve current facilities and / or create new facilities.

ii). **Access & Movement**

Suggested active travel routes and public transport routes were discussed.

Concern was raised about the proposed closure of the north section of Wolverhill Road by the current Banwell Allotments. This would prevent the new development accessing Worle unless they travelled along the bypass / Summer Lane onto the A371 and then either through the Locking Parklands development or along the A370.

A query was raised in relation to Silvermoor Lane – the current proposal is to close Silvermoor Lane to prevent through traffic.

The Local Plan Team are awaiting further traffic modelling in relation to the Junction 21 relief road and movement of vehicles between the new settlement and neighbouring settlements particularly Worle.

iii). **Green & Blue Infrastructure**

Suggested active travel routes, greenspaces, bridleways and walking trails were discussed.

It was suggested that local horse riders are consulted in relation to improving the current bridleway network.

The Clerk to provide information on Active Travel routes proposed as part of Banwell Bypass scheme.

Suggested allotments and play areas (natural & formal) were discussed.

Concern was raised that all allotments current and proposed were north of the new settlement. It was suggested that there may be an opportunity to improve allotment provision for new and current residents of Banwell Parish by moving some to the south of the Bypass.

Currently there were no green infrastructure plans for the strategic green gap. It was suggested that consideration be given to improve green infrastructure within the strategic gap.

Ongoing maintenance of new play areas was raised along with the use of maintenance companies and play equipment within current and proposed areas.

iv). **Local centre**

The character of the local centre, placemaking and design were discussed.

Currently it was not proposed to have a GP surgery but a convenience store, market square, mobility hub, older living, community hub, flexible workspace, retail units with residential accommodation above, a learning & health hub were proposed.

**WLG21/24 Date of next meeting –**

North Somerset would like to hold a virtual meeting in relation to the Local Plan with everyone with land interests at Wolverhill before the end of March.

## **5. To receive the Officer report/Exchange of information:**

### **i) Riverside & Recreation Ground Play Equipment**

help cover this when the current volunteers is away. However, we have had two volunteers put themselves forward for the TMCE training on the 21<sup>st</sup> of Feb. With guidance from the Police and Breakthrough Communications the current volunteer will be starting back with a body

### **ii) Zebra Crossing Escort**

Five volunteers including the Clerk have undertaken the Traffic Management for Community Events (TMCE) Training. They all passed, and it will be valid for 5 years. Due to the Volunteers previous commitments the crossing will be unmanned at the beginning of March and during May. A Police Sign we have been lent is being trialled at the crossing. If successful it will be brought before Council to purchase one.

### **iii) Solar Panels and Youth & Community Centre Path**

The solar panels are installed and working (app available for monitoring, if interested). Currently the Clerk is waiting for a date for the final installation of the Youth and Community Centre Path.

### **iv) Banwell Bypass**

Alun Griffiths Contractors Ltd have told North Somerset Council that they will no longer deliver the Banwell bypass. The full press release is available via the following link: <https://n-somerset.gov.uk/news/alun-griffiths-pull-out-banwell-bypass-contract>

The Clerk is working with the Bypass Team to fully understand the implications. Work is being done to ensure that planned works on site will continue as soon as possible. The hope is to be back on track in the Autumn.

## **7. To note the dog bin emptying contract, increase of £188.76 a year interment**

There has been an increase to the bin emptying contract of 17p a bin to £5.66. This is still cheaper than alternate contractors which start at £6.00.

## **8. To note the annual spring clean on the 27th of April and agree any associated costs.**

### **i) Refreshments**

We normally serve Tea & Coffee and cakes (sometimes donated). Previously budget has been approximately £20 – 40 (depending how many cakes are donated).

### **ii) Weed clearing kits.**

This idea came from the Weed Management Training Day. Approximately £250- £300 to purchase; 5 sets of weed clearing items (including hoe, brush, spade, gloves & garden waste bag).

The idea is to have initial spot spray then 4 weeks later clear all dead weeds (at spring Clean). 4 weeks later there will be another spray (NSC at the end of May) and then clear again at the end of June. The hope is that this will ultimately reduce the amount of glyphosate being used for each spray with the aim being that an October spray will be unnecessary.



## local help from a national company

[www.completeweedcontrol.co.uk](http://www.completeweedcontrol.co.uk)

quotation

Ms Liz Shayler  
Banwell Town Council  
Westfield Crescent  
Banwell  
Bristol  
BS29 6BG

<b>Quotation Number</b>	NWX11618	<b>Date</b>	21/02/2024
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To supply and apply Total Chemical weed control (to also include The School Close flower planters, Knightcott Road flower planter area, Holders Way from East St to Castle Hill, Small Path Knightcott Road to the paddocks behind bus shelter.

Additional items: West St Carpark and area around the phone box at the entrance to West St Carpark  
1st app April 2024

2nd app to be agreed in Sept in correspondence with the clerk

Extras - Bowling Green from Church Street to West Street - be really careful because of the bowling green grass - don't want spray to blow into grass.

The Cart wash area which is at the bottom of the bowling green path steps on Church St

A small (in length) path which runs from Church St (adjacent to Chilies restaurant to the churchyard)

The Jubilee Pump area which is along high street - will need to be unlocked

Site	Description	Applications	Price Per Application	Total
Street Paths, Kerbs Backwalls in Banwell	Supply and application of total herbicide for the control of weeds	2	£458.00	£916.00
<b>Sub Total</b>				£916.00
<b>Standard VAT at 20.00%</b>				£183.20
<b>Grand Total</b>				£1,099.20

This quotation is valid for a period of 30 days from 21/02/2024

We undertake to offer further treatment free of charge to any area where it is agreed at a joint inspection that a satisfactory initial treatment in accordance with this quotation has not been achieved providing that notification of defect is given within 30 days of initial completion, or 90 days in the case of total/residual herbicides.

The specific control of grass and weed growth cannot be guaranteed due to varying seasonal temperatures and rainfall affecting the overall result.

### Customer Acceptance

For acceptance of this quotation please fill in and return to Complete Weed Control at the address below.

<b>Signature</b>		<b>Date</b>	
<b>Order Number</b>		<b>Grand Total</b>	

01454 415 921 07836 345 154 north.wessex@completeweedcontrol.co.uk www.completeweedcontrol.co.uk

Complete Weed Control (North Wessex) Ltd. Registered in England and Wales. Company No: 4056365. VAT No: 762339520  
1st Floor, 25 King Street, Bristol, BS1 4PB Office: Unit 4, The Rearing Site, Oldbury Lane, Oldbury on Severn, BS35 1RF



## 10. To agree the wording for the stone demarking the ancient remains being reburied

Border Archaeology have suggested a Tuesday in May for the interment of the ancient remains. We are waiting for confirmation of the actual date.

Adams Memorials have set aside a suitable stone ready for the plaque.

The following suggestions have been received for the plaque.

- *Hic iacent reliquiae trium ignotorum; requiescant in pace* (Here lie the remains of three unknown souls, may they rest in peace).
- *Rediit in domum suam* (Returned Home)
- *Tres animae ignotae hic iacent, in pace requiescant* (Three unknown souls lie here, may they rest in peace)
- *Tres animae ignotae hic iacent, in pace quiescent* (Three unknown souls lie here, rest in peace)
- Here lay the remains of three people who lived and died in Banwell circa ???? AD (Just in English).
- Use of a QR code

I have found an etsy company which will do this plus an inscription for £79 (one page of info), size 200 x 50mm.

I am in the process of checking if the stone identified for the memorial is capable of taking a plaque this size or whether we need to source another stone (or not).





# BANWELL PARISH COUNCIL BUSINESS CONTINUITY PLAN

## Scope

The Civil Contingencies Act 2004 places a duty on the local authority to ensure that it is prepared, as far as reasonably practical, to continue to provide critical functions in the event of a disruption.

Whilst this is not a statutory duty for a Parish Council, Banwell Parish Council intends to recognise the importance of producing and maintaining a Business Continuity Plan for implementation in the event of a disruption to the day-to-day running of the Council and Banwell Youth and Community Centre (YCC). This plan provides a framework for the council to mobilise its response and undertake work to prevent or mitigate the severity of potential disruptions. This plan identifies the first reactions, recovery objectives, structure for implementation, monitoring, follow-up procedures and communication process to keep everyone informed of necessary changes to service delivery.

## Objective

To ensure the continuation of the business of Banwell Parish Council in the event of unforeseen or catastrophic events

## Core Business

The Council provides local services to its electorate which includes the provision of:

- The Parish Council Office
- Employed staff to carry out Banwell Parish Council functions.
- Website, notice boards, newsletter information and the use of other social media to communicate important and relevant matters.
- Public benches, street lighting, defibrillators, grit bins, bus Shelters, dog & litter bins.
- Open spaces - Banwell Recreation Ground & Riverside Green, back of the YCC.
- Children's play equipment & Muga at the Recreation Ground, Riverside Green.
- Youth & Community Centre building including carpark & CCTV.
- Traffic calming – vehicle activated speed sign (VAS) & speed gun.
- Banwell Cemetery.
- Tree maintenance for trees on parish council land.
- Grants and community support.
- Acting as a consultee on planning applications to represent the best interests of the parish.
- Managing the finances of the Council and using the precept for the benefit of the community.
- Liaising with North Somerset Council and other partnership organisations on issues affecting parish.

Banwell Parish Council staff operate from the Youth and Community Centre, West Street and home.

## Potential causes of disruption:

### National disasters / Weather related problems

- a) Storm, tempest, flood and snow
- b) Fire
- c) Actions by other people including terrorism.
- d) Epidemic / pandemic.

### Failure to

- a) Equipment due to failure, breakage or theft
- b) Utilities and infrastructure providers
- c) Public Services

### Losses of

- a) Staff/Councillors through death, illness or injury or resignation, whilst on or off Council duty
- b) Equipment theft breakage or major damage
- c) Loss of Council records through theft, fire or corruption of files
- d) Councillors by any reason which leaves the Council inquorate

## Emergency Contact Details

Emergency / issue	Name	Contact Details
Street furniture (benches, dog bins, litter bins, bus shelters) broken/dangerous	Clerk	01934 820442
Roads, pavement, street signs, fallen trees, main streetlights, waste disposal/fly tipping	North Somerset Council	Office hours - 01934 888888 Emergency out of hours 01934 622669 <a href="https://n-somerset.gov.uk/contact-us">https://n-somerset.gov.uk/contact-us</a>
Emergency repairs to Parish Council buildings	Clerk	01934 820442
Youth and Community Centre Alarm	Clerk DS Securities Monitoring Station (out of hours)	01934 820442 01934 417730 08448 791703
Water emergencies	Bristol Water.	0345 7023797 <a href="http://www.bristolwater.co.uk/contact-us/">www.bristolwater.co.uk/contact-us/</a>
Electrical emergencies	National Grid  Weston Rail Services	0800 096 3080 <a href="http://www.nationalgrid.co.uk/contact-us">www.nationalgrid.co.uk/contact-us</a> 01934 806707
Gas emergencies LPG Tank Boiler	National Gas Emergency Helpline Avanti R. Cox	0800 111 999 0808 208 0000 07850 647121 / 01934 221280
Emergency services – Fire, Police, Ambulance	Avon & Somerset Fire, Police and Ambulance Services	999
Non-emergency crime	Avon & Somerset Police	101 <a href="http://www.avonandsomerset.police.uk/contact/">www.avonandsomerset.police.uk/contact/</a>
Insurance Company – queries	Gallagher. Blenheim House, 1-2 Bridge Street, Guildford, Surrey, GU1 4RY	0800 322030 <a href="mailto:community@ajg.com">community@ajg.com</a>
Insurance Company – Claims	Gallagher	03330 100799
Environment Agency	National Customer Contact Centre PO Box 544 Rotherham S60 1BY	03708 506 506 <a href="mailto:enquiries@environmentagency.gov.uk">enquiries@environmentagency.gov.uk</a>

**Table of Potential Events and Mitigation**

<b>Timeline</b>	<b>Mitigation</b>	<b>24 hours</b>	<b>Within 7 days</b>	<b>Within 1 month</b>	<b>Within 3 months</b>
<b>Recovery Event</b>	<b>To minimise impact</b>	<b>Immediate response &amp; actions</b>	<b>Response required by PC operating procedures</b>	<b>Business Continuity to rebuild confidence</b>	
Disaster impacting on the parish	<p>Emergency plan to be drawn up for parish by March 2025 link to North Somerset Council Emergency Plan</p> <p>This will include a contact list of main North Somerset Council contacts and resources</p>	<p>Clerk to contact appropriate North Somerset Council department/ emergency services/ Central Government/ NALC/ SLCC / ALCA / Emergency Plan working group meet virtually or in person - draw up action plan to include communications with community.</p> <p>Common Sense and direction suggested by above to inform action plan put in place.</p> <p>Actively listen and monitor any communications from above.</p>	<p>Full Council review action plan</p> <p>YCC Committee to review Emergency Plan and make building available as necessary</p>	<p>Full Council review actions taken, results and way forward in medium and long term.</p> <p>Report to community on action taken, results and way forward.</p>	Review position and procedure for improvements
YCC Building/play area unserviceable	<p>Separate YCC Business Continuity Plan – below</p> <p>Risk assessments in place for these services/buildings</p>	<p>All affected services/buildings closed if necessary and contact made with users of YCC.</p> <p>Chair/Vice-Chair and staff to devise plan of action based on advice from relevant bodies.</p> <p>Clerk to work from home</p>	<p>Report to Full Council and communicate with community.</p> <p>Services (drop in / meetings) to be relocated to Scout Building / Village Hall</p>	As above	As above
Loss of parish council staff due to sudden/longer term illness, incapacity or death	<p>'To -do-ist' has a list of key tasks. Log ins &amp; passwords on password protected file on one drive and held by Chair in safe place.</p> <p>Use of Office365 and</p>	<p>Chairman / Vice to be informed who informs all members.</p> <p>Clerk to access computer (all files kept on one drive) and collect files etc. Emails and phone calls to be re-directed.</p>	Employment Committee to decide on temporary cover strategy	<p>Report to Full Council.</p> <p>Provide replacement and/or begin recruitment procedures.</p> <p>Claim against key person insurance cover</p>	As above

	IT support in place	In the event of loss of Clerk contact Winscombe Clerk.			
Death or serious injury to member of staff whilst carrying out Council duties	Training of staff in all activities requiring Health & Safety certification	As above and Clerk/ Chairman to inform HSE if necessary.	As above and full council to decide on response to HSE (if necessary) and insurance company	Provide replacement and/or begin recruitment procedures	Review position and procedure for improvements
Loss of Council membership due to multiple resignations (causing PC to be inquorate)	Co- Option of Cllrs	Inform all remaining members of Council/Clerk.  Inform North Somerset Council Election Services.	North Somerset Council to decide on temporary working strategy for immediate Council business	Instigate by-election procedure/co-option procedure as advised by North Somerset Council.	As above
Loss of parish council staff due to resignation or dismissal	6 monthly appraisals	Contact ALCA / SLCC for provision of support staff.	Full Council to decide on temporary cover strategy. Post/emails/phone to be re-directed	Process of recruitment or temporary cover.  Provide replacement	As above
Loss of Council documents due to fire	Use of Office 365 One Drive.	Clerk to inform Chairman.  Inform Insurance company.	Council to review position.	Report incident to Full Council meeting.	As above
Loss of Council electronic data, due to fire, flood, breakdown of theft	Use of Office 365 One Drive Council laptops password protected	Clerk to inform Chairman.	Install back up files on portable hard drive	Report incident to Full Council.  Provide replacement equipment.	As above
Loss of Council equipment due to theft or breakdown	Offline back – ups for council staff laptops  Use of Office 365 One Drive	As above & report theft to police and insurance company.  Decide on immediate replacement.	Replace in line with current financial regulations.	Report incident to Full Council.  Provide replacement equipment.	As above
Financial loss This covers under-budgeting and loss of money through fraud, theft, poor accounting systems	Risk assessed in line with Financial Risk assessment. PC has established adequate reserves.  Insurance in place to cover major risks	Risk assessed in line with Financial Risk assessment	Risk assessed in line with Financial Risk assessment.  Extraordinary Full Council Meeting to assess situation.	Full Council review actions taken, results and way forward in medium and long term.	Full Council review actions taken, results and way forward in medium and long term.



# BANWELL YOUTH & COMMUNITY CENTRE (YCC) BUSINESS CONTINUITY PLAN

Timeline	Mitigation	24 hours	Within 7 days	Within 1 month	Within 3 months
Recovery Event	To minimise impact	Immediate response & actions	Response as required by PC operating procedures	Business Continuity to rebuild confidence	
YCC required to close due to:  Maintenance issue	Keep maintenance schedule up to date. regular maintenance checks.	Check maintenance schedule and call out emergency company as required.  Staff to work from home.	Inform PC. If emergency call-out, work to be completed within 7 days. Services to be moved to Scout Hut / Village Hall	Check the maintenance schedule.	Review maintenance schedule.
Fire	See Fire Risk Assessment Monitored Fire Alarm	As above and contact insurance company. Call out a company to assess the damage.	As above	As above	As above
Burst Pipes  No Heating  No Electricity No Wi-Fi	Ensure heating is on a timer, set to a minimum during prolonged building closures. Keep maintenance schedule up to date. Generator available Automatic redirection to mobile app.	Mop up any water escape and bring in dehumidifiers to offset water vapour.  Contact Plumber  Get generator (Cllr Bailey) and inform Chair.  Staff able to work from home	As above	As above	As above
Blocked drains	Signs stating no wet wipes / sanitary products to be flushed down toilets.	Close toilets as necessary Ensure all H&S / wet floor signs put up to bring attention to the public. Contact Cleaner.	As above	As above	As above
Break-in	Ensure building locked and alarmed when empty.  Monitored intruder alarm, Police automatically called.	Liaise with the Police & get incident no. Report incident no. to the insurance company. Call out company to board up broken windows/ doors as necessary.	As above	As above	As above

Natural disasters (e.g., floods, earthquakes, severe weather).	Keep maintenance schedule up to date. regular maintenance checks.	Assess the extent of damage to the building and facilities. Implement temporary measures to secure the premises if necessary. Communicate with users about the temporary closure and relocation of activities.	Inform PC. If emergency call-out, work to be completed within 7 days.	Check the maintenance schedule.	Review maintenance schedule.
Public health emergencies e.g. pandemic/outbreak of legionnaires	Continuity Plan exists. Legionnaires risk assessment implemented.  Offline backups for council staff.  Staff have laptops for homeworking and use Office 365 One Drive	Inform Chair / Vice and users. Follow National Guidance and contact HSE if necessary.	Inform PC and where possible update users.	If necessary, continue to update users.  Implement any additional measures necessary before opening.  Evaluate and update the business continuity plan based on lessons learned	Evaluate and update the business continuity plan based on lessons learned
Financial loss  This covers under-budgeting and loss of money through fraud, theft, poor accounting systems and loss of income.	Risk assessed in line with Financial Risk assessment  PC has established adequate reserves.  Insurance in place to cover major risks.  Regularly advertise room hire & What's On	Risk assessed in line with Financial Risk assessment  Use Parish Council reserves to pay bills as required	Risk assessed in line with Financial Risk assessment.  Extraordinary Full Council Meeting to assess situation.	Full Council review actions taken, results and way forward in medium and long term.	Full Council review actions taken, results and way forward in medium and long term.

**Other information:**

- The Clerk is the first point of contact for all emergencies and business continuity actions.
- The Clerk is to implement all business continuity actions except the “Clerk” not available actions.
- If the Clerk is not available and urgent action is required the Chair, Vice-Chair or member nominated by the Chair, with advice (if necessary) from the Winscombe Clerk, shall implement all business continuity actions.
- If the Clerk is not available the Chair, Vice-Chair, or a member of the Parish Council nominated by the Chair or Vice-Chair with advice, (if necessary) from the Winscombe Clerk, shall implement the “Clerk not available” actions.
- Parish Council Officers can work from home and have access to a laptop and Microsoft 365 one drive.

**Review of plan**

The business continuity plan to be reviewed on an annual basis:

- Contact details to be checked whether they are current and correct.
- Banwell Parish Council to consider whether the critical activities, key risks and contingency plan are comprehensive and sufficient.
- An updated Business Continuity Plan to be given available on the website.

Approved 15<sup>th</sup> March 2024.

To be reviewed by May 2025

**Bills for Payment - 19th February to the 12th March 2024**  
**Banwell Parish Council**

Method	Payee	Details	Gross Amount	Comments	Minute agreed	Power
<b>Already Paid</b>				There are 2 MPAN numbers		The Parish Council
BACS	Glasdon	Riverside litterbin	£ 287.34		174/23	
DD	Avanti Gas	YCC LPG Tank Fill	£ 791.52		095/23	
DD	YU	Streetlight Power	£ 215.90		095/23	
DD	YU	Streetlight Power	£ 8.88		095/23	
DD	Mainstream	Phone and Broadband	£ 47.87		095/23	
<b>To Pay</b>				Awaiting confirmation		
BACS	J K Gardening	Grass cutting & Village Orderly contract	£ 1,043.34		095/23	
BACS	J K Gardening	Bus Shelter	£ 45.00		H & S	
BACS	J K Gardening	High St to Littlefields Footpath	£ 85.00		208/23	
BACS	J K Gardening	Env. Fee	£ 40.00		Cem admin	
BACS	Ambience Landscape	Dog Bin emptying	£ 629.20		095/23	
BACS	Insight Cleaning	YCC Cleaning	£ 216.00		095/23	
BACS	YMCA	Dec (£270), Jan (£405) & Feb (£405) Youth Club	£ 1,080.00		095/23	
BACS	Weston Rail Services	Quarterly lighting inspection & maintenance	£ 1,050.00		095/23	
BACS	Up to Speed	TMCE Training	£ 336.00		E07/24	
BACS	North Somerset	Recruitment advert x 2	£ 144.00		E06/24	
BACS	ALCA	Planning Training	£ 40.00		005/24	
BACS	Gregor	Final Solar Panel payment	£ 15,780.20		176/23	
BACS	SLCC	Comms Training (unpaid from April 2023)	£ 270.00		043/23 (vi & vii)	
BACS	Neil Merrick	Cookery Session 5	£ 24.63		189/23 (ii)	
DD	EDF	YCC Electricity	£ 105.47		095/23	
DD	Lloyds Bank PLC	Multipay charge & costs (zoom, food bank).	£ 260.54		095/23	
BACS	Liz Shayler	Overtime & expenses (rolls, milk, high viz jacket & signs)	£ 393.60		189/23(i) & 207/23	
SO	Liz Shayler	Clerks Salary	£ 2,008.95		095/23	
DD	Nest	Pension contributions	£ 209.75		095/23	
BACS	HMRC	PAYE and NI	£ 831.95		095/23	
DD	North Somerset	YCC Waste Collection	£ 9.50		095/23	
<b>Totals</b>			<b>£ 25,954.64</b>			

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

# Banwell Parish Council

## Net Position by Cost Centre and Code

### Cost Centre Name

#### Cemetery & Memorials

<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
			<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
101	Cem Grass Cutting				1,950.00	1,787.50	162.50
102	Cem paths / trees / garder				300.00	401.50	-101.50
103	Cem making up graves				200.00		200.00
104	Cemetery / Memorial Main				5,000.00		5,000.00
105	Env Fee				2,045.00	440.00	1,605.00
106	Cemetery software				450.00	450.00	
					<b>9,945.00</b>	<b>£3,079.00</b>	<b>6,866.00</b>

#### Cemetery Income

<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
			<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
110	Cemetery Income			6,947.42			6,947.42
111	Cemetery Bank interest			75.26			75.26
				<b>£7,022.68</b>			<b>7,022.68</b>

#### Clerk & Administration

<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
			<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
201	Salary & NI				37,400.00	35,986.03	1,413.97
202	Clerk pension				800.00	2,465.31	-1,665.31
203	Advertising			28.50	500.00	431.62	96.88
204	Insurance				2,100.00	2,226.55	-126.55
205	Subscriptions inc ALCA &				2,300.00	6,461.79	-4,161.79
206	Audit Fee				950.00	1,455.00	-505.00
207	Legal Costs				600.00	104.00	496.00
208	Training Officers				650.00	345.00	305.00
209	Training Councillor				400.00	282.32	117.68
210	Grants & Donations				5,000.00	1,260.00	3,740.00
211	Chairmans Allowance				300.00	494.62	-194.62
213	Bank Charges				200.00	137.93	62.07
215	Risk Assessments				150.00	180.00	-30.00
216	Locum					1,787.84	-1,787.84
709	Office Equipment inc Web				2,500.00	2,651.00	-151.00
817	Coronation					250.31	-250.31
				<b>£28.50</b>	<b>53,850.00</b>	<b>£56,519.32</b>	<b>-2,640.82</b>

#### Earmarked Reserves

<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
			<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
214	Food bank			1,602.00		1,190.61	411.39
218	Jubilee & Coronation				500.00		500.00
504	CIL					1,249.00	-1,249.00
505	CIL 2023/24			5,598.67			5,598.67
809	Social Prescribing Commu			120.00		365.57	-245.57
815	Refreshments			52.01		118.07	-66.06
816	Living Room			865.00		505.00	360.00
				<b>£8,237.68</b>	<b>500.00</b>	<b>£3,428.25</b>	<b>5,309.43</b>

#### Environment

<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
			<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
301	Allotment		1,647.88	1,647.88	1,647.88	1,647.88	
302	Env Grass Cutting				2,045.00	1,775.07	269.93
303	Env Hedge / Fence / Tree				300.00	518.33	-218.33
304	Village Orderly		435.81	435.81	4,710.00	4,317.50	392.50
305	Dog Bins				6,568.00	5,670.97	897.03
306	Env Maintenance / Inspec			405.00	2,000.00	1,678.31	726.69
307	Env Projects				3,000.00	1,808.23	1,191.77
308	Env Grant		7,149.00	7,149.52		291.70	-291.18
309	Riverside Project				48,280.52	40,473.21	7,807.31
			<b>9,232.69</b>	<b>£9,638.21</b>	<b>68,551.40</b>	<b>£58,181.20</b>	<b>10,775.72</b>

Current Balance = Balance B/Fwd - (Receipt Budget - Actual Receipt) + (Payment Budget - Actual Payments)

# Banwell Parish Council

## Net Position by Cost Centre and Code

### Cost Centre Name

Highways		Bal. B/Fwd.	Receipts		Payments		Current Balance
Code	Title		Budget	Actual	Budget	Actual	Budget
401	Street light power				4,000.00	2,424.17	1,575.83
402	Street light maintenance				3,500.00	2,625.00	875.00
403	Street light upgrade				1,400.00		1,400.00
404	Highways related projects				3,000.00	643.00	2,357.00
					11,900.00	£5,692.17	6,207.83

Income		Bal. B/Fwd.	Receipts		Payments		Current Balance
Code	Title		Budget	Actual	Budget	Actual	Budget
501	Misc Income		100.00	551.54			451.54
502	Annual Precept		122,646.03	122,646.03			
503	VAT						
			122,746.03	£123,197.57			451.54

Recreation Ground		Bal. B/Fwd.	Receipts		Payments		Current Balance
Code	Title		Budget	Actual	Budget	Actual	Budget
601	Rec Grass Cutting				2,250.00	2,016.75	233.25
602	Rec Maintenance				2,000.00	2,395.37	-395.37
603	Rec Tree & Fence Work				300.00	358.33	-58.33
604	Rec Inspections				400.00	304.00	96.00
605	Rec Play Equipment & Be				2,512.80		2,512.80
					7,462.80	£5,074.45	2,388.35

Youth & Community Centre		Bal. B/Fwd.	Receipts		Payments		Current Balance
Code	Title		Budget	Actual	Budget	Actual	Budget
701	YCC upgrade			2,509.16	25,000.00	5,285.80	22,223.36
702	YCC repairs & maintenanc				3,000.00	3,336.47	-336.47
703	YCC CCTV				200.00	742.80	-542.80
704	YCC Electricity				2,000.00	1,338.20	661.80
705	YCC Gas				2,000.00	687.18	1,312.82
706	YCC water				600.00	294.92	305.08
707	YCC waste			114.00	620.00	818.67	-84.67
708	YCC cleaning & supplies			26.67	2,700.00	2,447.19	279.48
710	YCC phone & wifi				1,000.00	485.13	514.87
711	YCC Grass cutting				1,125.00	1,008.38	116.62
712	YCC hedge, fence & tree \				500.00	1,274.34	-774.34
713	YCC grants & donations		1,000.00	1,000.00			
714	YCC income		500.00	1,157.50			657.50
715	YCC Booking software				350.00	417.60	-67.60
716	YCC Music Licence					701.97	-701.97
			1,500.00	£4,807.33	39,095.00	£18,838.65	23,563.68

Youth Club		Bal. B/Fwd.	Receipts		Payments		Current Balance
Code	Title		Budget	Actual	Budget	Actual	Budget
801	YC sessions				9,000.00	3,880.40	5,119.60
802	YC budget				400.00	251.26	148.74
803	YC extraordinary activities				2,000.00		2,000.00
804	YC Printer						
805	YC subscriptions		550.00	552.99			2.99
806	Tuck Shop		100.00	459.60	100.00	339.28	120.32
807	Youth Forum				200.00		200.00
			650.00	£1,012.59	11,700.00	£4,470.94	7,591.65

<b>NET TOTAL</b>	<b>134,128.72</b>	<b>£153,944.56</b>	<b>203,004.20</b>	<b>£155,283.98</b>	<b>67,536.06</b>
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**Banwell Parish Council**  
**Reserves Balance**  
**2023-2024**

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<u>Reserve</u>	<u>OpeningBalance</u>	<u>Transfers</u>	<u>Spend</u>	<u>Receipts</u>	<u>CurrentBalance</u>
<b>Earmarked</b>					
Cemetery Reserves	96,254.64			7,022.68	103,277.32
Mental Health Grant	1,161.75		365.57	120.00	916.18
Food Bank	1,765.96		1,190.61	1,602.00	2,177.35
New Banwell Solar	6,547.54		291.70	7,149.52	13,405.36
CIL	66,235.16		1,249.00		64,986.16
Refreshments	112.11		118.07	52.01	46.05
CIL 2023/24				5,598.67	5,598.67
Community Living Room			505.00	865.00	360.00
<b>Total Earmarked</b>	<b>172,077.16</b>		<b>3,719.95</b>	<b>22,409.88</b>	<b>190,767.09</b>
<b>TOTAL RESERVE</b>	<b>172,077.16</b>		<b>3,719.95</b>	<b>22,409.88</b>	<b>190,767.09</b>
<b>GENERAL FUND</b>					49,001.22
<b>TOTAL FUNDS</b>					239,768.31

# Banwell Parish Council

Prepared by: \_\_\_\_\_

Name and Role (Clerk/RFO etc)

Date: \_\_\_\_\_

Approved by: \_\_\_\_\_

Name and Role (RFO/Chair of Finance etc)

Date: \_\_\_\_\_

<b>A</b>	<b>Bank Reconciliation at 29/02/2024</b>		
	Cash in Hand 01/04/2023		235,064.81
	<b>ADD</b> Receipts 01/04/2023 - 29/02/2024		174,558.74
	<b>SUBTRACT</b> Payments 01/04/2023 - 29/02/2024		409,623.55
	<b>Cash in Hand 29/02/2024</b> (per Cash Book)		169,855.24
<b>B</b>			<b>239,768.31</b>
	Cash in hand per Bank Statements		
	Petty Cash 29/02/2024	0.00	
	Natwest Current account (5335765) 29/02/2024	8,846.38	
	Cemetery Reserve Account (59678) 29/02/2024	17,447.32	
	PC Reserve Saver account (81413) 29/02/2024	45,353.80	
	Unity Trust Bank (20398572) 29/02/2024	83,120.81	
	Lloyds Credit Card 29/02/2024	0.00	
	Charity Bank 29/02/2024	85,000.00	
			<b>239,768.31</b>
	Less unrepresented payments		
			239,768.31
	Plus unrepresented receipts		
	<b>Adjusted Bank Balance</b>		<b>239,768.31</b>
	<b>A = B Checks out OK</b>		