



Banwell Youth and Community Centre,
West Street
Banwell. BS29 6DB
01934 820442

12th May 2019

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 remotely (<https://us02web.zoom.us/j/308292669>) on Monday 18th May 2020 at 7.30pm, when the following business will be transacted.

Paul Blatchford

Chairman to the Council

Before the meeting begins there will be a public participation session – *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. (Please note that the Council is unable to make formal decisions under this item)*

- i) Members of the public.
- ii) Community Beat Manager's report.
- iii) Ward Councillor's report.

A G E N D A

1. To elect a Chairman of the Parish Council for 2020/21 and to receive the Chairman's Declaration of Acceptance of Office
2. To elect a Vice Chairman of the Parish Council for 2020/21 and to receive the Vice Chairman's Declaration of Acceptance of Office
3. To receive apologies for absence.
4. To review the current structure of the Committees and Working Groups (page 1)
5. To appoint Members to Committees and Working Groups for 2020/21 (page 2)
6. To appoint members of outside bodies for 2020/21 (see list of members from 2019/20 page 2)
7. To receive members' declarations of interest on any agenda item
8. To approve as a correct record the minutes of the meeting of the Parish Council held on 27th April 2020 (pages 3 – 8)
9. To note minutes of the Planning Committee meeting of the Parish Council held on 4th May 2020 (pages 9 - 11)

10. To resolve to adopt Supplementary Standing Orders to meet the statutory requirements for holding of remote meetings until May 7th, 2021 or the repeal of legislation whichever is the earlier (pages 12 & 13)
11. To review and approve all Banwell Parish Council Committee and Working Party Terms of Reference (listed on page 14)
12. To approve the following documents (15 – 22)
 - i. Calendar of Meeting dates (page 15)
 - ii. Code of Conduct (pages 16 – 19)
 - iii. Protocol for remote meetings (pages 20 - 22)
13. To review and approve all Banwell Parish Council Policy and Procedures (listed on page 23)
14. To receive the Clerk's report/Exchange of information: Please note that the Council is unable to make any formal decisions under this item (page 24)
 - i) External Audit
 - ii) Works to the hill adjacent to the Quarry.
 - iii) Covid-19 Emergency Plan
 - iv) Food Bank donations
15. To approve items of expenditure:
 - i) £214.80 for a replacement VAS battery
16. To discuss and agree a way forward concerning the following items in relation to the Youth & Community Centre (YCC)
 - (i) Note Banwell Youth Club report (pages 25 & 26)
 - (ii) £1278 for an Induction hearing loop system (page 27)
 - (iii) £2888 for the supply and installation of an Audio-Visual equipment (page 28)
 - (iv) To consider the design of the YCC window wraps (page 31)
 - (v) The infilling of the ditch adjacent to the Scout Hut
17. To discuss the reopening of the Recreation Ground
18. To discuss the annual Parish Picnic scheduled for the 4th July 2020
19. To note the events and training available and agree any attendance.
 - i) Thursday 25th June ALCA North Somerset Remote AGM
20. To authorise bills for payment (page 32)
21. To note the Parish Council's end of April's net position, bank balances and bank reconciliation (pages 33 - 35).
22. Date of the next meeting –
Youth and Community Committee TBA
17th June 2019 – Parish Council Meeting
Cemetery and Memorials Working Group TBA Banwell Cemetery

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.