



Banwell Youth and Community Centre,
West Street
Banwell. BS29 6DB
01934 820442
11th January 2022

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 excluded 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 a Meeting of Banwell Parish Council, to be held at the Youth & Community Centre (YCC) on Monday 21st of February 2022 at 7.30pm, when the following business will be transacted.

The meeting will be livestreamed on Facebook or can be joined virtually via zoom <https://us02web.zoom.us/j/308292669>. Meanwhile due to the size of the YCC we ask that any members of the public wishing to attend please contact the Clerk in advance.

Liz Shayler
Clerk 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 receive apologies for absence.
2. To elect a Chairman of the Parish Council for the remainder of the fiscal year 2021/22 and to receive the Chairman's Declaration of Acceptance of Office
3. To receive members' declarations of interest on any agenda item
4. To approve as a correct record the minutes of the Parish Council Meeting held on 17th of January 2022 (pages 1 – 5)
5. To note the following minutes of the
 - i) Environmental Working Group minutes from the 24th of January 2022 (pages 6 & 7)
 - ii) Planning Committee minutes from the 7th of February 2022 (pages 8 - 10)
6. To agree the following actions as suggested by the Environmental Working (page 11)
 - i) To approve the creation of a Banwell Sustainability Page on Facebook, with the Clerk, Comms Officer and Cllr M Thompson as administrators
 - ii) To approve the organisation of any free teracycle scheme and to purchase an outdoor lockable bin to create a 24/hour recycling drop off station at the Youth & Community Centre.
7. To note the training and events available and agree any attendance.
 - i) ALCA e-learning on nimble £14 each [E-Learning Courses ALCA](#)
 - ii) Various communications training £30 [Communications Courses ALCA](#)
 - iii) Various finance training £30 [Finance Training ALCA](#)

- iv) Various Scribe finance training (this is our accounting package) Free [Scribe Training](#)
 - v) 23rd March SLCC Climate Change Summit 9:45am - 4pm. Clerk £45, Councillor £90 (page 12)
 - vi) 6th April SLCC Community Engagement Summit 9:45am - 4pm. Clerk £45, Councillor £90
 - vii) 20th April Somerset Playing Fields Association, Playground Awareness & Inspection Training, Woolavington. 10am Free (Clerk +1)
8. To receive the Officer report/Exchange of information: Please note that the Council is unable to make any formal decision under this item (page13)
- i) Digital Inclusion sessions
 - ii) Scout thank you
 - iii) Route 60+ event on the 12th of April 2022
 - iv) Wi-Fi & livestreaming meetings
9. To approve the following expenditure.
- i) £270 annual tree survey
 - ii) £99 for the 3-year major review of the Youth & Community Centre's insurance valuation
 - iii) £145 for the annual CCTV maintenance for the YCC
 - iv) £424 for the annual weed control
 - v) £8870 for the remaining 17 streetlights to be upgraded to LED (6 week lead time)
 - vi) To confirm the purchase of a new router for £165 (page 13) approved by Clerk using delegated authority.
10. To discuss whether to have a card payment system for events (page 14)
11. To discuss and agree the jubilee memorabilia to be purchased for Banwell School (page 15).
12. To note the following annual play inspections and agree any expenditure (page 16);
13. To agree a date for the annual Spring Clean (25th March – 10th April 2022).
14. To agree to temporarily cover the insurance of Banwell Singers until the Jubilee or when the group is created formally (page 16 - 18)
15. To review and approve the following documents: (pages 19 – 29)
- (i) Hybrid Meeting Protocol (pages 19 - 24).
 - (ii) Asset Register (pages 25 - 29)
16. To authorise bills for payment for February (page 30)
17. To note the Parish Council's end of January's net position, bank balances and bank reconciliation (pages 31 - 33)
18. Date of the next meeting –
- 7th of March 2022, 7pm Planning Committee at the Youth & Community Centre (YCC)
 - 21st of March 2022, 7:30pm Parish Council Meeting at the YCC

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.