



MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD AT 7:30pm ON MONDAY 15th JULY 2019 AT BANWELL CHILDRENS CENTRE

PRESENT:	Councillors: Paul Blatchford (Chairman), Phil Adams, Phil Baird, Steve Davies, Phil Hale, Paul Harding (Vice-Chairman), Maggie McCarthy, and Nick Manley
IN ATTENDANCE:	Mrs Liz Shayler (Clerk)
WARD COUNCILLOR:	None
AVON & SOMERSET POLICE:	None
PRESS:	None
MEMBERS OF THE PUBLIC:	None

The Chairman, Paul Blatchford, opened the meeting by welcoming everybody

Before the meeting opened 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 from the police was received for the period 17/06/2019 to 14/07/2019
Calls from the Parish received = 46
Selection of crimes reported includes: 2 abandoned 999 calls, 6 burglary & attempted, 3 harassment, 3 suspicious activity, 1 theft and 11 traffic related.

There has been an increase in commercial burglary over the past few months and, if business owners need advice on keeping their business safe, there is a crime prevention officer that can offer a site visit. For more details contact 101 and ask for the local crime reduction officer. The local beat team are also available to offer home security advice and property marking.

The next Beat Surgery is at Banwell Garden Centre coffee shop on Saturday 27th July 2019 3pm until 4pm. Alternatively the team can be contacted via the Avon and Somerset Constabulary website or Twitter @ASPWSM.

iii) **Ward Councillor's report**

No Ward Councillor was present and no report had been received.

The meeting was convened

144/19 To receive apologies for absence (agenda item 1)

Apologies were received from Cllr Parry and District Councillor Ann Harley.

145/19 To receive members' declarations of interest on any agenda item (agenda item 2)

Cllr McCarthy and Cllr Davies declared an interest in agenda item 10i due to being the Secretary and Assistant Treasurer respectively of the Archaeology Society.

146/19 To approve as a correct record, the minutes of the Parish Council Meeting held on 17th June 2019 (agenda item 3).

Resolved – That the minutes of the Parish Council Meeting held on 17th June 2019 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.

147/19 To receive a short presentation from Ben Stevens of Gigaclear with an update on their rollout plans and progress for the delivery of the ultrafast fibre broadband network in Banwell (agenda item 4).

Ben Stevens gave a brief presentation updating the Council on Gigaclear's delay to their rollout plans and delivery of the ultrafast fibre broadband network in Banwell. The aim is for all work in Banwell to be completed by Jan 2020. Councillors were concerned about the impact of the road closures on the village and asked that disruption is minimised. The Council was reassured that this will be taken into account.

148/19 To note the following sets of minutes (agenda item 5)

(i) Cemetery and Memorials Working Party on the 25th June 2019

The notes from the Cemetery and Memorial Working Party were noted

(ii) Youth and Community Centre Committee on the 17th June

The minutes of the Youth & Community Centre Committee Meeting were noted.

(iii) Youth and Community Centre Committee on the 1st July 2019

The minutes of the Youth & Community Centre Committee Meeting were noted

(iv) Planning Committee minutes from the 1st July 2019

The minutes of the Planning Committee Meeting were noted.

149/19 To agree the cost of £760 (excluding VAT) for the remedial work required for the Cemetery Memorial Stones identified in the annual safety check (agenda item 6).

Resolved – To agree the cost of up to £760 (excluding VAT) for the remedial work required for the Cemetery Memorial Stones identified in the annual safety check and for the Clerk to attempt to contact the families concerned for reimbursement.

The resolution was correctly proposed and seconded (unanimous).

150/19 To agree a LPG Gas contract for the Youth and Community Centre (agenda item 7)

Resolved – To sign a LPG Contract with Calor for the Youth and Community Centre

The resolution was correctly proposed and seconded (unanimous).

151/19 To receive the Clerk's Report/Exchange of information: (agenda item 8).

(i) Lights – the Clerk reported that eleven of the old streetlights along High Street had been replaced with the new LED lights, the remaining five would be replaced during the next few weeks.

- (ii) **Multi-Agency Consortium (MAC)** – the Clerk and the Chairman had met various organisations who wanted to work together to benefit the community. Whilst it was a very broad remit at the present time, the next agenda would focus on intergenerational activities for example a repair café. Any Councillors wishing to be involved to let the Clerk know.
- (iii) **Riverside** – the Clerk reported that Bristol Water seemed to have now accepted that there may be a leak from one of their pipes and are working to remedy the problem,
- (iv) **YCC snagging list** - the Clerk reported that North Somerset had been back and had waterproofed the porch on the outside, had repaired the glass and put in vents to help prevent condensation. Councillors were asked to consider what they would like to do with the Porch and that it would be an agenda item at the next YCC Committee meeting.
- (v) **Dog Bins** – the Clerk reported that there had been several complaints recently about non collections along High Street for the whole of June and two weeks for Eastermead Lane. The contractor had been informed but had only offered a £5 discount which had been queried by the Clerk. She has also spoken to other local Councils having issues with the same contractor but was aware of one local council that is using another contractor and was asked to seek details about them.

152/19 To review and approve the following documents (agenda item 9);

- (i) **Expenses – Travel and Subsistence Policy**

Resolved – To approve the Travel and Subsistence Policy

The resolution was correctly proposed and seconded (unanimous).

- (ii) **Press and Media Policy**

Resolved – To approve the Press and Media Policy and amend paragraph 7 to include discussion with the Committee Chairman.

The resolution was correctly proposed and seconded (unanimous).

- (iii) **Records Management & Document Retention Policy**

Resolved – To approve the Records Management & Document Retention Policy but to delete ‘be expected to’ in the second paragraph of ‘Retention Schedule’. Under ‘Planning Papers’ to change ‘should’ to ‘will’ and change ‘County and District Councils’ to ‘District Council’.

The resolution was correctly proposed and seconded (unanimous).

153/18 To consider the following grant requests (agenda item 10)

- (i) **Banwell Archaeology Society**

Resolved: To agree a donation of £400 to Banwell Archaeology Society for four blue plaques to commemorate a link between a location and a famous person, event, or former building on the site, to serve as a historical marker.

The resolution was correctly proposed and seconded (6 in favour with 2 abstentions)

- (ii) **1st Banwell Scouts**

Resolved: To ask the Scouts to make an application once the building work has been started and costs for the kitchen are known.

The resolution was correctly proposed and seconded (Unanimous)

(iii) **Banwell Potigny Twinning Association**

Resolved: To agree a donation of £500 to Banwell Potigny Twinning Association 'to provide quality entertaining' for their French visitors in 2020.

The resolution was correctly proposed and seconded (7 in favour with 1 against)

154/19 To discuss the quarterly operational play inspection reports and agree a way forward (agenda item 11)

(i) **Riverside bench and picnic tables**

Any Cllrs who have time, to contact the Clerk for the equipment to wash the benches.

(ii) **Movement of Recreation Ground and Riverside signs**

The signs to be moved from the gates to the adjacent fence.

(iii) **Recreation Ground wooden benches**

Resolved – Cllr Hale to visit Riverside and to repair the damaged bench if possible. Any Cllrs who have time, to contact the Clerk for the equipment to varnish the benches.

The resolution was correctly proposed and seconded (unanimous).

(iv) **Recreation Ground goal posts**

Any Cllrs who have time, to contact the Clerk for the equipment to paint the goal posts as it had already been purchased alternatively perhaps the Football Club could be contacted to see if they could undertake the work.

155/19 To discuss the end of South West Ambulance services defib contract and agree a way forward (agenda item 12).

Resolved – To purchase a new Heartsafe defibrillator from AED and end the present contract with the Ambulance Service.

The resolution was correctly proposed and seconded (unanimous).

156/19 To consider the erection of a fence on the Knightcott verge where the memorial bench is situated (agenda item 13).

Resolved – To agree, in principle, to the erection of a low fence. The Clerk to write to Knightcott Motors to inform them and obtain quotes for the next meeting.

The resolution was correctly proposed and seconded (unanimous).

157/19 To discuss the High Street verge grass cutting and agree a way forward (agenda item 13).

Resolved – To agree that the verge along High Street would be included in the present grass cutting contract for 4 cuts a year with two of these being paid for by North Somerset.

The resolution was correctly proposed and seconded (7 in favour with 1 against).

158/19 To note the training and events available and agree any attendance (agenda item 14).

(i) **20th Sept 2019 Management of Memorials at Somerset & West Taunton Council £135**

Resolved: That just the Clerk attend this training

The resolution was correctly proposed and seconded (2 in favour 6 against).

Resolved: That the Clerk and Cllr McCarthy attend this training.

The resolution was correctly proposed and seconded (6 in favour 2 against).

(ii) **3rd Oct, 17th Oct, 31st Oct & 14th Nov Planning demystified webinars x 4 £120**

Resolved: Cllr Baird to attend these webinars

The resolution was correctly proposed and seconded (unanimous).

159/19 To authorise bills for payment (agenda item 16)

Resolved: To authorise bills for payment of **£7255.69** Cllr Harding and Cllr Baird to authorise the BACs payments. With a payment to Greenways for £380.

The resolution was correctly proposed and seconded (unanimous)

160/19 To consider the appointment of Bridget Bowen as the internal auditor for the financial year 2019/2020 (agenda item 17).

Resolved – that Bridget Bowen be appointed as the internal auditor for the financial year 2019/20.

The resolution was correctly proposed and seconded (unanimous).

161/19 To note the Parish Council's end of June's net position bank balances and bank reconciliation (agenda item 18).

The net position, bank balances and bank reconciliation for the end of June were noted.

162/19 Dates of the next meetings – (agenda item 21)

Monday 5th August 2019 Planning Committee Meeting, 7pm, Banwell Children's Centre
Monday 19th August 2019 Parish Council Meeting, 7:30pm, Banwell Children's Centre

The Chairman closed the meeting at 21:10

.....Chairman

.....Date

Bills for Payment - 18th June to the 16th July 2019
Banwell Parish Council

Method	Payee	Details	Net Amount	VAT	Gross Amount	Minute agreed	Power
	Already Paid						
BACS	Unity Trust Bank	Service Chart	£18		£18		
DD	Mainstream	Phone and Broadband (DD 14.07.19)	£115.54	£23.10	£138.64	118/19	The Parish Council have resolved to use the General Power of Competence as of the 20th May 2019
DD	E-ON	Streetlight Power (DD 15.07.19)	£182.53	£36.51	£219.04	118/19	
BACS	J K Gardening	Grass cutting @ Rec Ground	£141.75		£141.75		
BACS	J K Gardening	Grass cutting @ Riverside, Children's Centre, K'cott Bank	£141.75		£141.75		
BACS	J K Gardening	Grass cutting @ Banwell Cemetery	£162.50		£162.50		
BACS	J K Gardening	Village Orderly duties	£392.50		£392.50		
BACS	J K Gardening	Riverside remedial work	£150.00		£150.00	060/19iv	
BACS	J K Gardening	Flower beds	£60.00		£60.00	149/17ii	
BACS	J K Gardening	Grass verge Wolverhill	£20.00		£20.00	149/17 iii	
BACS	J K Gardening	Castle Hill verge	£25.00		£25.00	135/19iii	
BACS	Greenways	Dog bin emptying	£380.00		£380.00	159/19	
BACS	Kirsty's Kleaners	YCC Cleaners	£132.00		£132.00	057/19	
BACS	GB Sport & Leisure	Operational inspections	£150.00	£30.00	£180.00	030/19	
BACS	GB Sport & Leisure	Councillor Play equipment inspection training	£100.00	£20.00	£120.00	136/19i	
BACS	EDF Energy	Electricity at the YCC	£385.57	£19.28	£404.85		
BACS	Banwell Parish News	Classified Add	£36.00		£36.00	16/17	
BACS	Weston Rail Services	Replacemement LED lighting	£5,250.00	£1,050.00	£6,300.00	243/18	
BACS	Winscombe Parish Council	Councillor Training	£100.00	£20.00	£120.00		
BACS	AED Locator	Defibrillator	£1,185.00	£237.00	£1,422.00	155/19	
5369	Banwell Archaeology Society	Grant for Blue Plaques	£400.00		£400.00	153/19 (i)	
5370	Banwell Potigny Twinning Assoc.	Grant for French visitors in 2020	£500.00		£500.00	153/19 (iii)	
BACS	E. Shayler	Overtime & Expenses (microsoft licences, land registry ID, & planning permission fee)	£391.48	£36.66	£428.14	132/19	
SO	E. Shayler	Clerk's Salary (SO 26.07.19)	£1,526.54		£1,526.54	118/19	
DD	Nest	Pension contibutions (DD 30.07.19)	£143.59		£143.59	118/19	
DD	NS Council	Waste Collection (DD 01.08.19)	£12.87		£12.87	118/19	
BACS	HMRC	PAYE and NI for April (12.08.19)	£545.32		£545.32		
DD	ICO	Data Protection	£40.00		£40.00	118/19	
		Totals	£12,669.94	£1,472.55	£14,142.49		