MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD AT 7:30pm ON MONDAY 18th FEBRUARY 2019 AT BANWELL CHILDRENS CENTRE

PRESENT:	Councillors: Jim Weston (Chairman), Paul Harding (Vice-Chairman), Paul Blatchford, Steve Davies, Phil Hale, Maggie McCarthy and Nick Manley.
IN ATTENDANCE:	Mrs Liz Shayler (Clerk).
WARD COUNCILLOR:	Jerry O'Brien
AVON & SOMERSET POLICE:	PCSO Anderson
PRESS:	None
MEMBERS OF THE PUBLIC:	1

Before the meeting opened Members of the public were invited to speak;

i) **Members of the public.**

No issues were raised.

ii) **Community Beat Manager's report.**

The following report was received for the period 21/01/2019 to 18/02/2019
Calls from the Parish received = 31
Selection of crimes reported includes: 5 abandoned 999, 2 antisocial behavior, 1 burglary, 2 criminal damage, 2 suspicious activity, 2 thefts and 5 traffic related.

Sadly, there has been a spate of criminal damage, theft of fuel/tools and graffiti in Banwell over the past few weeks, anyone with information is urged to come forward. The next Beat Surgery is at Banwell Garden Centre coffee shop on Saturday 23rd February 2019 1400hrs until 1500hrs. Alternately the team can be contacted via the Avon and Somerset Constabulary website or Twitter @ASPWSM.

In reply to a question from Cllr Hale, PCSO Andersons stated that it is not possible for the monthly reports to include an update on the outcome of particular cases.

Members of the Public not part of their watch groups were asked to contact PCSO Anderson who offers free tack and property marking.

iii) **Ward Councillor's report.**

Cllr O'Brien informed the Council that there was not much to report. The 19th February is the budget meeting and will include a vote on whether North Somerset should declare a global climate emergency. Cllr O'Brien had been contacted by members of the public requesting that he should support the motion which would see local authorities signing up to becoming carbon neutral by 2030.

The meeting was convened

021/19 To receive apologies for absence (agenda item 1).

Apologies were received from Parish Councillors Phil Adams, Dawn Parry & Emma Perrett and District Councillor Ann Harley.

022/19 To receive members' declarations of interest on any agenda item (agenda item 2).

No interests were declared.

023/19 **To approve as a correct record, the minutes of the Parish Council Meeting held on 21st January 2019 (agenda item 3).**

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

The resolution was correctly proposed and seconded (6 in favour with one abstention due to absence).

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

024/19 **To receive the Clerk's report/Exchange of information: (agenda item 4).**

(i) **Lights around the village** – No faults were reported.

(ii) **Knightcott Road Crossing lights** – North Somerset have recently changed their streetlight contractor to Centragreat. Centregreat are presently completing all outstanding work left by SSE. The hope is to light the poles on the Knightcott zebra crossing in the new financial year.

(iii) **Gullies** - It was reported that two of the gullies on East Street at the head of Eastermead Lane had been cleared but that two in the lane near the junction had not. It was suggested that these gullies may not be on the North Somerset computer system which is why they have been missed. A similar problem was highlighted on Church Street where the gully outside number xx had never been cleared. The Clerk to contact North Somerset, concerning gully maps and the missed gullies.

(iv) **Planning applications** – due to the way in which North Somerset were now notifying Parish Councils of planning applications those outside the Parish but which might still affect Banwell, were being missed. Councillors were asked to look carefully at the weekly list and let the Clerk know if they want a planning application within a neighbouring parish considered.

(v) **Speed data** – Speed data from the Vehicle Activated Speed Sign to be sent to all Parish Councillors.

025/19 **To review and approve the following documents (agenda item 5).**

(i) **Financial Regulations**

Resolved – To approve the amended Financial Regulations

The resolution was correctly proposed and seconded (unanimous).

(ii) **Financial Risk Assessment**

Resolved – To approve the amended Financial Risk Assessment.

The resolution was correctly proposed and seconded (unanimous).

(iii) **Health Safety Policy**

Resolved – To approve the Health and Safety Policy.

The resolution was correctly proposed and seconded (unanimous).

(iv) **Scheme of Delegation**

Resolved – To approve the Scheme of Delegation with an editing amendment

The resolution was correctly proposed and seconded (unanimous).

(v) **Standing Orders**

Resolved – To approve Standing Orders without the deletion of 24d

The resolution was correctly proposed and seconded (6 in favour with 1 against).

026/19 To approve the following item of expenditure (agenda item 6).

i) **£49.99 for a projector and laptop stand**

Resolved – To approve the payment of £49.99 for a projector and laptop stand

The resolution was correctly proposed and seconded (unanimous).

027/19 To discuss who will undertake the following annual inspections (agenda item 7).

(i) **Benches**

Resolved: Cllr Manley to undertake the annual bench inspection.

The resolution was correctly proposed and seconded (unanimous).

(ii) **Dog bins**

Resolved: Cllr Harding to undertake the annual dog bin inspection.

The resolution was correctly proposed and seconded (unanimous).

(iii) **Flag pole**

Resolved: Cllr Blatchford to undertake the annual flag pole inspection.

The resolution was correctly proposed and seconded (unanimous).

(iv) **Grit bins**

Resolved: Cllr Weston to undertake the annual grit bin inspection.

The resolution was correctly proposed and seconded (unanimous).

(v) **Litter bins**

Resolved: Cllr Manley to undertake the annual litter bin inspection.

The resolution was correctly proposed and seconded (unanimous).

(vi) **Memorials**

Resolved: Cllr Blatchford to undertake the annual memorials inspection.

The resolution was correctly proposed and seconded (unanimous).

Cllr Blatchford asked whether the cast iron finger posts and road signs should also be inspected . The locations of most are known but Cllrs were asked to notify the Clerk about any others

028/19 **To note the training and events available and agree any attendance (agenda item 8).**

i) **3rd April & 7th May VAT, 2 x Webinars £60**

Resolved: The Clerk to attend these webinars

The resolution was correctly proposed and seconded (unanimous).

ii) **15th April & 1st May, Charitable Trusts 2 x webinars**

Resolved: The Clerk to attend if these are webinars and subject to the cost not exceeding £100 .

The resolution was correctly proposed and seconded (unanimous).

i) **24th April, Community engagement and involvement Webinar £30**

Resolved: The Clerk to attend this webinar and give a report to Council at a later date.

The resolution was correctly proposed and seconded (unanimous).

029/19 **To review the Citizens Advice Service and agree whether to fund the service for the financial year 2019/2020 (agenda item 9).**

Resolved: To agree to fund the Citizens Advice Service for the financial year 2019/2020 for the amount of £3825.

The resolution was correctly proposed and seconded (unanimous).

030/19 **To review the arrangements for play inspections to include three operational inspections a year (agenda item 10).**

The Clerk informed the meeting that whilst the Parish Council meets the terms of its current insurance with a weekly visual inspection and an annual independent inspection additional (operational) inspections would pick up on maintenance issues which if treated early enough would help to ensure the longevity of the equipment.

Resolved: To approve the cost of three additional operational play inspections at £100 each.

The resolution was correctly proposed and seconded (unanimous).

031/19 **To discuss the date of the 2019 Spring Clean (agenda item 11).**

Resolved: That the Spring Clean be held on the 6th April 2019 with a reserve date of the 27th April 2019.

The resolution was correctly proposed and seconded (unanimous).

032/19 **To discuss the date and location of the 2019 Big Lunch (agenda item 12).**

Resolved: That the Big Lunch be held at the Recreation Ground on the 1st June 2019.

The resolution was correctly proposed and seconded (unanimous).

033/19 To discuss and agree any additions to the weed spraying contract (agenda item 13).

Resolved: To include the area around the phone box at the entrance to West Street Car Park and that the Sept / Oct spray be carried out only if necessary.

The resolution was correctly proposed and seconded (unanimous).

034/19 To discuss moving the April Parish Council meeting from the 15th April 2019 to the 8th April 2019 (agenda item 14).

Resolved: To move the April Parish Council meeting from the 15th April 2019 to the 8th April 2019.

The resolution was correctly proposed and seconded (unanimous).

035/19 To discuss the night closures along Castle Hill (agenda item 15).

Cllr Harding addressed the Council concerning the night closures for highway works, some of which have already happened, that and are planned along Castle Hill. Given the night-time disruption to the residents it was suggested that North Somerset should look more carefully at how a closure along Castle Hill could be implemented in a different way for example between 9am and 3pm.

Resolved: The Clerk to write to North Somerset concerning any future closures along Castle Hill. Given the disruption to residents a day closure between 9am and 3pm was suggested.

The resolution was correctly proposed and seconded (unanimous).

036/19 To discuss the proposed Gigaclear Road closures (agenda item 16).

The Council were informed that the recent closure notices were the result of Gigaclear giving the Parish Council advance notice of intended road closures. Telnet had sent some of these through and Cllr Harding had put these into a excel spreadsheet. The spreadsheet had highlighted a few issues.

Resolved: The Clerk to write to North Somerset stating the Parish Council's concern about simultaneous road closures to Riverside and Wolvershill Road, the length of time for some of the closures and the impact to local businesses in the tourist industry during their busiest time.

The resolution was correctly proposed and seconded (unanimous).

037/19 To discuss the vandalism of the Bilbie Grange sign and site map (agenda item 17).

Cllr Harding brought to the attention of the Parish Council the recent vandalism of the site map and signs at the new Wolvershill Development, Bilbie Grange. Whilst the Parish Council was against the original development it was felt that the recent vandalism gives the wrong impression about the Parish.

Resolved: That the Parish Council condemns the recent vandalism on the Bilbie Grange development site and deplores such actions.

The resolution was correctly proposed and seconded (unanimous).

038/19 To discuss and agree a response to Avon Fire and Rescue Service new draft Service Plan 2019-2022 (agenda item 18).

Resolved: That the Parish Council feels unable to comment on the Avon Fire and Rescue Service draft service plan given the way it is written. The Clerk was asked to write to Avon Fire and Rescue Service to say that if they wish members of the public to respond to this consultation then the report needs to be written in a more accessible way.

The resolution was correctly proposed and seconded (unanimous).

039/19 To authorise bills for payment (agenda item 19).

Resolved: To authorise bills for payment of £4818.25. Cllr Harding and Cllr McCarthy to authorise the BACs payments.

The resolution was correctly proposed and seconded (unanimous)

040/19 To note the Parish Council's end of January's net position, bank balances and bank reconciliation (agenda item 20).

The net position, bank balances and bank reconciliation were noted.

041/19 To note and comment upon planning applications (agenda item 21).

Cllr Blatchford gave a presentation on the following applications

i) **18/P/3796/FUL** - Tardiz Cooks Lane Banwell BS29 6DS. Erection of new dwelling, single garage and associated driveway and parking. **APPEAL LODGED**

Resolved: To continue not to support this application for the following reasons;

- It is outside the settlement boundary
- There are no bus services along Wolvershill Road
- Cramped site design which is out of keeping with adjacent buildings
- Absence of detail in the planning application and concerns about drainage from neighbours
- Concerns over the potential effect of construction on boundary trees/hedges
- Too great a distance between the refuse storage and refuse collection points

The resolution was correctly proposed and seconded (Unanimous)

ii) **18/P/5231/RM** - Land at Parklands, Wolvershill Road, Weston-super-Mare. Reserved matters application for details of layout, scale, appearance, landscaping and parcel access for the erection of 149no. dwellings pursuant to outline 12/P/1266/OT2

Resolved: To object to this application for the following reason;

- Poor design, layout and appearance.

However, should planning permission be given there should be a condition that no construction traffic access the site along Summer Lane and that the entrance to the haul road is surfaced with tarmac and dust suppression, a wheel wash and regular road sweeping is provided.

The resolution was correctly proposed and seconded (Unanimous)

iii) **19/P/0158/FUL** - 1 Littlefields Avenue Banwell BS29 6BE. Demolition of existing side extension and erection of a single storey rear extension to dwelling. Erection of 1no. new detached dwelling adjacent to existing dwelling.

Resolved: To not support this application for the following reasons;

- Cramped design
- Insufficient tandem carparking which would also lead to reversing onto Littlefields Avenue.
- Access on a tight dangerous bend

The resolution was correctly proposed and seconded (Unanimous)

042/19 To note planning decisions – (agenda item 22).

i) **18/P/3681/FUL** - Erection of two dwellings, access and parking. Land to the rear of The Ship Hotel, West Street, Banwell. **REFUSED**
ii) **18/P/4943/FUL** - Eton House, The Gobbles, Wolvershill Road, Banwell. BS29 6LA. Extension and conversion of a double garage to provide accommodation ancillary to the main dwelling. **WITHDRAWN**
iii) **18/P/5157/LBC** - 39 West Street Banwell BS29 6DE. To remove and replace square concrete patio slabs, put down in the late 1980s, with natural limestone which would be more in character with the cottage. **APPROVED**
iv) **18/P/3989/OUT** – Lilac House Whitecross Lane Banwell BS29 6DP. Outline planning permission for the erection of one new dwelling with access for approval and appearance, landscaping, layout and scale for subsequent approval. **APPEAL LODGED**

043/19 Dates of the next meetings – (agenda item 23)

18th March 2019 – Parish Council Meeting 7:30pm Banwell Children's Centre.

044/19 The Council was recommended to resolve that members of the press and public be excluded from the meeting during consideration of the following agenda item 25 (Agenda item 24)

Resolved: that members of the press and public be excluded from the meeting during consideration of agenda item 25.

The resolution was correctly proposed and seconded (unanimous).

045/19 To discuss the following North Somerset Documents (Agenda item 25)

i) **Agreement for Surrender**

Resolved: To approve the Agreement for Surrender as amended by the Parish Council's Solicitor.

The resolution was correctly proposed and seconded (unanimous).

ii) **Deed for Surrender**

Resolved: To approve the Deed for Surrender as amended by the Parish Council's Solicitor.

The resolution was correctly proposed and seconded (unanimous).

iii) **Licence**

Resolved: To approve the Licence as amended by the Parish Council's Solicitor.

iv) **To discuss** the location of the Parish Office

Resolved: That the Parish Office be re located to the rear of the Childrens' Centre building but this decision to be reviewed within 6 months to assess its success.

The resolution was correctly proposed and seconded (unanimous).

The Chairman closed the meeting at 21:37 ……...Chairman

……Date

Bills for Payment - 22nd January to the 18th February 2019
Banwell Parish Council

Method	Payee	Details	Net Amount	VAT	Gross Amount		Minute agreed	Power
DD	Mainstream	Phone and Broadband (DD 14.02.19)	£63.11	£12.62	**£75.73**			LGA 1972 s111
DD	E-ON	Streetlight Power (DD 16.02.19)	£185.52	£37.10	**£222.62**			PCA 1957, s3 & HA 1980 S301
BACS	J K Gardening	Grass cutting @ Rec Ground	£141.75		**£141.75**			PHA 1875 s164
BACS	J K Gardening	Grass cutting @ Riverside, Children's Centre, K'cott Bank	£141.75		**£141.75**			PHA 1875 s164
BACS	J K Gardening	Grass cutting @ Banwell Cemetery	£162.50		**£162.50**			LGA 1972 s214 (2) & (6)
BACS	J K Gardening	Village Orderly duties	£392.50		**£392.50**			LGA 1972 s112
BACS	J K Gardening	Environmental fee	£40.00		**£40.00**			LGA 1972 s214 (2) & (6)
BACS	J K Gardening	Hedges - Riverside, Rec, YCC **Total £1188.50**	£310.00		**£310.00**			LGA 1972 s214 (2) & (6)
BACS	Youthworkz	Youth Club staffing costs (£650 - £9.50 subs) + Programme costs (£145.49)	£785.99		**£785.99**			LG (MP) Act 1976 S19 (1e) & (1f)
BACS	Greenways	Dog bin emptying	£313.84		**£313.84**		283/19	EPA 1990 s5 subsection 86 (13)
BACS	AED Locator	Defib Monitoring Service	£195.00	£39.00	**£234.00**			PHA 1936 s234
BACS	E. Shayler	Overtime Payment 12 hrs and expenses	£177.18	£7.66	**£184.84**			LGA 1972 s111
SO	E. Shayler	Clerk's Salary (SO 26.02.19)	£1,312.23		**£1,312.23**			LGA 1972 s112
DD	Nest	pension contibutions (DD 31.02.19)	£77.07		**£77.07**			LGA 1972 s112
BACS	HMRC	PAYE and NI for January (12.03.19)	£423.43		**£423.43**			LGA 1972 s112
		Totals	**£4,721.87**	**£96.38**	**£4,818.25**			