



## MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD AT THE YOUTH & COMMUNITY CENTRE 2021 AT 7:30pm ON MONDAY 16<sup>th</sup> AUGUST 2021

**PRESENT:** Councillors: Paul Harding (Chairman), Phil Baird (Vice-Chairman), Paul Blatchford, Steve Davies & Maggie McCarthy.

**IN ATTENDANCE:** Mrs Liz Shayler (Clerk)  
**WARD COUNCILLOR:** None  
**AVON & SOMERSET POLICE:** None  
**MEMBERS OF THE PUBLIC:** 5

Cllr Harding welcomed everybody.

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

### **Members of the public**

No issues were raised.

### **Community Beat Manager's report**

The following report was received for the period 19/07/2021 to 11/08/2021.

Calls from Parish = 46 with the following selection of crimes reported: 4 abandoned 999 calls, 1 antisocial behaviour, 2 concern for welfare, 2 fraud, 1 suspicious activity, 1 theft from a vehicle, 1 theft, 1 threat and 8 traffic related.

The Police reported that there have been several reports of theft from motor vehicles in surrounding villages, all which have been left unlocked on the driveway, please ensure vehicles are locked and secured and any valuables removed or hidden, for any crime prevention advice you can always contact your Neighbourhood police team.

The team can be contacted via the Avon and Somerset Constabulary website or Twitter @ASPWSM.

### **Ward Councillor's report**

No Ward Councillor was present and no report was received.

### **The meeting was convened.**

#### **098/21 To receive apologies for absence (agenda item 1)**

Apologies were received from Cllrs Phil Adams and Nick Manley.

#### **099/21 To receive members' declarations of interest on any agenda item (agenda item 2)**

No declarations of interest were received.

#### **100/21 To approve as a correct record, the minutes of the Parish Council Meeting on the 19<sup>th</sup> of July 2021 (agenda item 3)**

**Resolved** – That the minutes of the Parish Council Meeting held on the 19<sup>th</sup> of July 2021 be approved as a correct record of the meeting with the following amendment to minute **088/21** The year in the resolution to be changed from 2021 to 2022.

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

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

**101/21 To note the minutes of the Planning Committee minutes from the 2<sup>nd</sup> of August 2021 (agenda item 4)**

The minutes of the Planning Committee Meeting on the 2<sup>nd</sup> August 2021 were noted.

**102/21 To note the training and events available and agree any attendance (agenda item 5)**

**i) Various Breakthrough Communications Training £30**

The training was noted

**ii) 16<sup>th</sup> September ALCA Planning in Plain English £40**

No one to attend this webinar

**iii) 28<sup>th</sup> September ALCA Online Fraud Protection FREE**

No one to attend this webinar

**iv) 6<sup>th</sup> October SLCC Government's Reforms to the Planning System £60**

**Resolved** – To approve £60 for the Clerk to attend this webinar.

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

**v) ALCA e-learning on nimble**

**Resolved** – To approve £30 for the Clerk to attend webinars on Fire Safety & Manual Handling.

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

**vi) 13<sup>th</sup> & 14<sup>th</sup> October SLCC National Conference £100**

**Resolved** – To approve £100 for the Clerk to virtually attend SLCC's National Conference.

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

**103/21 To receive the Officer report/Exchange of information (agenda item 6)**

**i) Window Wanderland**

Banwell's first Window Wanderland will be going ahead on the 15th, 16th and 17th October. Parishioners, businesses and organisations are being invited to sign up to create an illuminated window display for the trail. A Facebook event has been created which can be shared. For those that are not on Facebook, word of mouth, posters, leaflets and the Parish Magazine will be used to publicise the event. Banwell School has distributed an invitation letter to parents inviting them to sign up. The official Banwell Window Wanderland sign up page is live and ready to accept people to sign up. Events website: [www.windowwanderland.com/event/banwell-2021/](http://www.windowwanderland.com/event/banwell-2021/) or Facebook: [www.facebook.com/banwellparishcouncil](https://www.facebook.com/banwellparishcouncil).

**ii) 'Getting to Know your Council' communications strategy**

This has now begun. These communications have focused on "Getting to Know Your Council" and showcase the initiatives, schemes and day to day role of the Council, its councillors and staff. The videos have proved popular on Facebook and YouTube. The Chairman reminded all councillors about creating their own short video clip.

**Cllr Davies joined the meeting**

iii) **Section 106 Youth Club Contribution**

The Taylors Fields Section 106 contribution of £1869.51 has now been received and will be used to fund the summer taster sessions and Youth Club overnight stay in September.

iv) **Recreation Ground Repairs**

The social distancing measures at the Recreation Ground and Riverside Play Area have been removed and the repairs have been completed except for the bearings for the rotating handgrips on the teenzone, the repairs to the play surface and replacement fence.

v) **Dog Bins**

Two dog bins have now been replaced with a third having a liner. Another is on order.

vi) **Banwell & Winscombe Practise Manager**

The Clerk met the new Practise Manager and Reception Manager. The Parish Council were thanked for their support with the vaccination clinics. A variety of new initiatives are being considered from diabetes support groups to ulcer clinics. Currently the surgery is experiencing unprecedented requests for appointments where they have had to close online access once appointments are full. The time for this has been varying from day-to-day but with increasing requests this has become earlier in the day. They are investigating an alternate online system which will hopefully streamline this system.

vii) **Parish Magazine Article**

The delayed April 2019 article is due to be published in September.

viii) **Summer Food Club**

Four weeks have now been completed. Those who have received the food parcels have been delighted and have shared photo of their creations the videos have currently had over 1000 views with two weeks are left to go. The photos will be used to create a gallery on the Parish Councils website. The recipe and Zoom link can be found on the Parish Council website <https://www.banwellparishcouncil.org.uk/news/summer-food-club/>

ix) **White lines at the Youth & community Centre**

These will be painted on Thursday 26<sup>th</sup> August. If Councillors were planning on visiting the office, they were asked to use the main carpark.

x) **£5000 National Lottery Fund for 'You Can Do I.T.'**

The Parish Council have been awarded £5000 for our 'You can do I.T.' digital divide initiative. The money will go towards projector, screen, conference audio system, refreshments, advertisements, laptops / tablets. This is to allow us to run a new set of digital training sessions and workshops at the Youth & Community Centre (YCC). The sessions will largely focus on bridging the digital divide which is the gap between those who have access to the digital world and those who do not. The aim will be to run the skills sessions alongside a coffee morning to provide a welcoming atmosphere with refreshments.

xi) **Bypass Consultation**

The Chairman informed the Council that it had become necessary to delete comments from some of the Parish Councils Facebook posts as they were personal attacks on residents, or the publication of misleading, untruthful or inaccurate information. As such he had posted an explanation as to why it had been necessary to remove some comments.

**104/21 To discuss the Queens Platinum Jubilee and agree a way forward (agenda item 7)**

**Standing orders were suspended** to allow the British Legion to speak freely about the Jubilee. Given the size of their committee they were unable to independently organise an event and asked if the Council would support them.

**Standing Orders were reinstated**

i) **The Community Picnic on the 5<sup>th</sup> June 2021**

The meeting was informed that the structure of this will run similarly to the previous 'Big Lunches'. The British Legion offered to speak to their contacts about a display of refurbished WW1 & WW2 vehicles.

ii) **'A tree for the Jubilee' sponsored by Banwell Garden Centre**

The Clerk informed the Council that the Garden Centre had offered to sponsor a tree for the Jubilee and that a community orchard was also being investigated.

**Resolved** – To thank the Garden Centre for the tree but to discuss when it is planted at the next Parish Council meeting.

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

iii) **Any other issues brought forward**

**Resolved** – The Communications Officer and Clerk to work with the British Legion to facilitate setting up a webpage & social media posts advertising an initial meeting(s) to form a Jubilee Working Party.

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

**105/21 To ratify the following expenditure made by the Clerk using delegated powers (agenda item 8).**

- i) Approximately £150 for the Summer Holiday food parcels
- ii) £70 for two A1 maps of Banwell Parish (minimum order)
- iii) £119.02 for new signage for the YCC & Cemetery

**Resolved** – To approve the above expenditure made by the Clerk using delegated powers and to note that the Summer Holiday parcels are likely to be closer to £200.

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

**106/21 To approve the following expenditure (agenda item 9).**

i) **Between £10 and £20 for Facebook, advertising for the Window Wonderland Event**

**Resolved** – To approve, if needed, between £10 and £20 for Facebook, advertising for the Window Wonderland Event

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

ii) **Approximately £30 to replace the Recreation Ground memorial tree**

The Chairman reported that there were three trees that had now died (two on the Recreation Ground and one at Riverside). However, the Vice-Chairman would like to pay for one of the trees and the Chairman would like to pay for the 2<sup>nd</sup>.

**Resolved** – To approve the payment of approximately £30 to replace one of the Recreation Ground memorial trees.

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

iii) **£6 a month for the continued insertion of an advertisement in the classified section of the Parish Magazine**

**Resolved** – To approve the monthly payment of £6 for the continued insertion of an ad in the classified section of the Parish Magazine.

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

iv) **£18.71 for a replacement Merry Christmas sign**

**Resolved** – To approve the payment of £18.71 for a replacement Merry Christmas sign.

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

**107/21 To note the Parish Magazine survey and to agree the production of a quarterly e-newsletter to also be printed within the Parish Magazine (agenda item 10).**

The Parish Magazine survey was noted

**Resolved** – To agree the production of a quarterly e-newsletter and the cost of its insertion in the Parish Magazine.

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

**108/21 To agree North Somerset’s Earthlight Terms and Conditions (agenda item 11).**

**Resolved** – To agree North Somerset’s Earthlight Terms and Conditions.

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

The terms and conditions were signed by the Clerk and the Chairman.

**109/21 To authorise Augusts bills for payment (agenda item 12)**

**Resolved:** To authorise Augusts bills for payment of £6673.92. Cllr Harding and Cllr Baird to authorise the BACs payments for August.

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

**110/21 To note the Parish Council’s end of July bank balances and bank reconciliation (agenda item 13)**

The Parish Council’s end of July’s bank balances and bank reconciliation were noted.

**111/21 Dates of the next meetings (agenda item 14)**

6th September 2021 7pm Planning Committee at the Youth & Community Centre (YCC)

6th September 2021 7:30pm Youth & Community Centre Committee at the YCC

20th September 2021 – 7:30pm Parish Council Meeting at the YCC

The Chairman closed the meeting at 20:20

.....Chairman

.....Date

**Bills for Payment - 20th July until the 11th August**  
**Banwell Parish Council**

Method	Payee	Details	Net Amount	VAT	Gross Amount	Comments	Minute agreed	Power	
<b>Already Paid</b>									
BACS	Wellspring Counselling	Grant	£100.00		<b>£100.00</b>		090/21	The Parish Council	
BACS	GB Sport	Relocation of picnic bench	£456.00	£91.20	<b>£547.20</b>		083/21 (ix)		
DD	Mainstream	Phone and Broadband (DD 15.08.21)	£8.52	£1.72	<b>£10.24</b>		075/21		
DD	E-ON	Streetlight Power (DD 15.08.21)	£155.43	£7.77	<b>£163.20</b>		075/21		
DD	E-ON	YCC power (18.08.21)	£48.25	£2.41	<b>£50.66</b>		075/21		
<b>To Pay</b>									
BACS	J K Gardening	Grass cutting @ Rec Ground & Knightcott Bank	£141.75		<b>£141.75</b>		075/21		
BACS	J K Gardening	Grass cutting @ Riverside	£70.87		<b>£70.87</b>		075/21		
BACS	J K Gardening	Grass cutting @ YCC	£70.88		<b>£70.88</b>		075/21		
BACS	J K Gardening	Grass cutting @ Banwell Cemetery	£162.50		<b>£162.50</b>		075/21		
BACS	J K Gardening	Village orderly	£392.50		<b>£392.50</b>		075/21		
BACS	J K Gardening	Environmental Fee x 2	£80.00		<b>£80.00</b>		H & S		
BACS	Ambience Landscape	Dog Bin emptying	£433.33	£86.67	<b>£520.00</b>		075/21		
BACS	Insight Cleaning	YCC Cleaning	£192.00		<b>£192.00</b>		075/21		
BACS	YMCA	Youth Club	£360.00		<b>£360.00</b>		075/21 & 083/21 (vi)		
BACS	GB Sport	Basketball net	£10.00	£2.00	<b>£12.00</b>		H & S		
BACS	PKF Littlejohn	External Audit	£400.00	£80.00	<b>£480.00</b>		Audit		
BACS	SLCC	Training Course (Clerk)	£30.00	£6.00	<b>£36.00</b>		081/21 (ii)		
BACS	GB Sport	Works to Rec & Riverside	£754.80	£150.96	<b>£905.76</b>		170/20		
DD	Loyds Bank PLC	Multipay charge & costs (zoom, signage, sanitary products, rubber taps, plug covers, table tennis bats & net)	£153.60	£27.92	<b>£181.52</b>		075/21		
BACS	Clerk expenses	Overtime & ASDA for summer food club parcels	£155.93		<b>£155.93</b>		105/21		
SO	Officer Salaries	Officer Salaries (SO 26.08.21)	£2,094.81		<b>£2,094.81</b>		075/21		
DD	Nest	Pension contributions (DD 26.08.21)	£150.06		<b>£150.06</b>		075/21		
DD	Calor Gas	LPG Gas standing order	£14.71	£0.74	<b>£15.45</b>		075/21		
DD	North Somerset	Waste Collection (01.09.21)	£9.50		<b>£9.50</b>		075/21		
DD	Water 2 business	Water Bill (01.09.21)	£48.63		<b>£48.63</b>		075/21		
BACS	HMRC	PAYE and NI for Sept (12.09.21)	£593.76		<b>£593.76</b>		075/21		
<b>Totals</b>			<b>£6,319.63</b>	<b>£354.29</b>	<b>£6,673.92</b>				