



MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD AT THE YOUTH & COMMUNITY CENTRE 2021 AT 7:30pm ON MONDAY 21st FEBRUARY 2022

PRESENT: Councillors: Paul Blatchford (Chairman), Phil Baird (Vice Chairman), Kevin Gibbons, Nick Manley

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

Before the meeting was convened, the Vice Chairman announced the resignation of Cllr Harding as Chairman. He was thanked for his leadership for the last few years.

Members of the public were then invited to speak.

Members of the public

No members of the public were present

Community Beat Manager's report

No Community Beat Manager was present and no report had been received

Ward Councillor's report

Cllr Haverson gave the following report on the following items.

- Setting of North Somerset budget and subsequent precept which will see an increase of 2.99% in the precept. There have been budget increases in children's service and the environment.
- The new local plan and the impact of Banwell and the policy of encouraging growth on brown field sites in and around Weston.
- The future of Castlewood and that due to the flexible working of officers it was felt that the building was not needed as council offices in the future.
- Churchill Leisure Centre and its future and the lack of time given to Parish Councils to consider its future.

The meeting was convened.

014/22 To receive apologies for absence (agenda item 1)

Apologies were received from Cllrs Paul Harding and Maggie McCarthy. Apologies were also received from Cllrs Phil Adams, Steve Davies, Matthew Thomson and the Communications Officer who were all listening online.

015/22 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 (agenda item 2)

Resolved – To elect Cllr Paul Blatchford as Chairman of the Parish Council for the remainder of the 2021/22 fiscal year.

The resolution was correctly proposed and seconded (unanimous)

Cllr Blatchford read and signed the declaration of acceptance of office. He wanted to thank Cllr Harding for steering the Parish Council through the pandemic.

016/22 To receive members' declarations of interest on any agenda item (agenda item 3)

No declarations of interest were received.

017/22 To approve as a correct record, the minutes of the Parish Council Meeting on the 17th of January 2021 (agenda item 4)

Resolved – That the minutes of the Parish Council Meeting held on the 17th of January be approved as a correct record of the meeting.

The resolution was correctly proposed and seconded (unanimous)

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

018/22 To note the following minutes (agenda item 5)

- i) **Environmental Working Group minutes from the 24th of January 2022**
The minutes were noted
- ii) **Planning Committee minutes from the 7th of February 2022**
The minutes were noted

019/22 To agree the following actions as suggested by the Environmental Working (agenda item 6)

- i) **To approve the creation of a Banwell Sustainability Page on Facebook, with the Clerk, Communications Officer and Cllr Thomson as administrators**

Resolved – To approve the creation of a Banwell Sustainability Page on Facebook, with the Clerk, Comms Officer and Cllr. Thomson as administrators.

The resolution was correctly proposed and seconded (unanimous)

- ii) **To approve the organisation of any free terracycle scheme and to purchase an outdoor lockable bin to create a 24/hour recycling drop off station at the Youth & Community Centre.**

Resolved – To approve the organisation of any free terracycle scheme and to purchase an outdoor lockable bin of up to £30 to create a 24/hour recycling drop off station at the Youth & Community Centre.

The resolution was correctly proposed and seconded (unanimous)

020/22 To note the training and events available and agree any attendance (agenda item 7)

- i) **ALCA e-learning on nimble**
The training was noted
- ii) **Communications Training via ALCA**
The training was noted
- iii) **Finance Training via ALCA**
The training was noted
- iv) **'Scribe' Finance Training via ALCA**
The training was noted

v) **23rd March SLCC Climate Change Summit**

Resolved –To approve the attendance of the Clerk for £45.

The resolution was correctly proposed and seconded (unanimous)

vi) **6th April SLCC Community Engagement Summit**

Resolved –To approve the attendance of the Clerk and one other to attend for £90.

The resolution was correctly proposed and seconded (unanimous)

vii) **20th April Somerset Playing Fields Association, Playground Awareness & Inspection Training (Free)**

The attendance of the Clerk and Cllr Gibbons was noted to this free event.

021/22 To receive the Officer report/Exchange of information (agenda item 8)

i) **Digital Inclusion Sessions**

There have been three You Can Do IT sessions and three Tea and Tech sessions. We now have five regular volunteers and three students who have offered to help during the holidays. The West of England Rural Network (WERN) have paid for an enhanced CRB check which enables the Clerk to run and supervise the volunteering students.

ii) **Thank you form 1st Banwell Scouts.**

The Parish Council have received a thank you for the £1000 grant awarded to them to help support the purchase of a new minibus.

iii) **Route 60+ event on the 12th of April.**

This is an event for the over 60s which will part focus on giving the over 60s confidence and safer driving tips but will also include information from other organisations like West of England Rural Network and their village agents, AMS Handy Person Service, Citizens Advice, Community Response, Churchill Minibus Society amongst others. It will be run in the Youth & Community Centre on the afternoon of the 12th of April.

iv) **Wifi & livestreaming meetings.**

Whilst the Wifi has now been upgraded from an ASDL line to fibre then there still seems to be issues with the upload and download speed via wifi in the hall meaning live Facebook streaming is currently not possible unless plugged into the router (purchased in 2014). The Clerk has agreed with Mainstream to trial a new router for £165 to see if this improves the wifi connection. Meanwhile, the planning meeting will be hosted by the Clerk from home and the full Parish Council Meetings will be hosted by the Communications Officer from home allowing the Clerk to be present at the full council meetings.

v) **Banwell Bypass Update**

There has been a delay to the bypass consultation to March due to the overruling of the Bristol Airport planning decision. The bypass now must take into account the increased capacity of the airport so additional traffic surveys and modelling have to be undertaken.

vi) **Local Plan Update**

The Local Plan Consultation is due to begin in the middle of March for six weeks. There will be a face to face questions & answers session run from the village hall during this time.

vii) **Youth Club Projects**

The Clerk informed the Council she is currently looking at grant funding to support two projects supporting Youth Club with additional funding for a residential weekend, summer holidays programme and two healthy eating / cookery courses.

022/22 To approve the following expenditure (agenda item 9)

i) £270 for the annual tree survey

Resolved – To approve £270 for the annual tree survey.

The resolution was correctly proposed and seconded (unanimous)

ii) £99 for the 3-year major review of the Youth & Community Centre's insurance valuation

Resolved – To approve expenditure of £99 for the 3-year major review of the Youth & Community Centre's insurance valuation

The resolution was correctly proposed and seconded (unanimous)

iii) £145 annual CCTV maintenance for the Youth & Community Centre (YCC)

Resolved – To approve the payment of £145 to DS Securities for the annual maintenance of the CCTV at the YCC.

The resolution was correctly proposed and seconded (unanimous)

iv) £424 for the annual weed control

Resolved – To approve the payment of £424 for March's weed spray and give the Clerk delegated authority to approve the October spray if necessary.

The resolution was correctly proposed and seconded (unanimous)

v) £8870 for the remaining 17 streetlights to be upgraded to LED

Resolved – To approve the payment of £8870 for the remaining 17 streetlights to be upgraded to LED by Weston Rail Services our current lighting contractors.

The resolution was correctly proposed and seconded (unanimous)

vi) To confirm the purchase of a new router for £165 approved by Clerk using delegated authority

Resolved – To approve the payment of £165 for a new router.

The resolution was correctly proposed and seconded (unanimous)

023/22 To discuss whether to have a card payment system for events (agenda item 10).

Resolved – To agree that the Parish Council purchase a Elavon card payment system for £29 at 1.75% per transaction for events.

The resolution was correctly proposed and seconded (unanimous)

024/22 To discuss and agree the jubilee memorabilia to be purchased for Banwell School (agenda item 11).

Resolved – To agree that 200 mugs be purchased and the design to be forwarded to Parish Councillors for approval.

The resolution was correctly proposed and seconded (unanimous)

025/22 To note the following annual play inspections and agree any expenditure (agenda item 12).

Resolved – The annual play inspections were noted and expenditure agreed £150 budget for the spring clean to repaint the goal posts, spring below the helicopter and swings at Riverside.

The resolution was correctly proposed and seconded (unanimous)

026/22 To agree a date for the annual Spring Clean (agenda item 13).

Resolved – That the Parish Council Spring Clean be on Saturday 2nd April 2022.

The resolution was correctly proposed and seconded (unanimous)

027/22 To agree to temporarily cover the insurance of Banwell Singers until the Jubilee or when the group is created formally (agenda item 14).

Resolved – To agree to temporarily cover the insurance of Banwell Singers until the Jubilee or when the group is created formally.

The resolution was correctly proposed and seconded (unanimous)

028/22 To review and approve the following documents (agenda item 15).

i) **Hybrid Meeting Protocol**

Resolved – To approve the new Hybrid Meeting Protocol.

The resolution was correctly proposed and seconded (unanimous)

ii) **Asset Register**

Resolved – To approve the updated Asset Register. With the following amendment to the date for installation of the bench on the recreation ground to 2022.

The resolution was correctly proposed and seconded (unanimous)

029/22 To authorise February bills for payment (agenda item 16)

The Clerk informed the Council that whilst Cllr Harding is not present at the meeting, he had checked the bills for payment for accuracy.

Resolved: To authorise February bills for payment of £6100.73. Cllr Harding and Cllr Baird to authorise the BACs payments.

The resolution was correctly proposed and seconded (unanimous)

030/22 To note the Parish Council's end of January's bank balances and bank reconciliation (agenda item 17)

The Parish Council's end of January's bank balances and bank reconciliation were noted.

031/22 Dates of the next meetings (agenda item 18)

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

The Chairman closed the meeting at 20:40

.....Chairman

.....Date

Bills for Payment - 20th January until 11th February 2022
Banwell Parish Council

Method	Payee	Details	Net Amount	VAT	Gross Amount	Comments	Minute agreed	Power	
Already Paid									
BACS	TV Licence	YCC TV licence	£159		£159		075/21	The Parish Council	
BACS	1st Banwell Scouts	Grant awarded	£1,000		£1,000		007/22 (i)		
BACS	Churchill Minibus Society	Grant awarded	£500		£500		007/22 (ii)		
BACS	SLCC	Practioners Conference	£75	£15	£95		147/21 (iii)		
BACS	SPF	Annual membership	£15		£15		006/22 (i)		
DD	Mainstream	Phone and Broadband (DD 15.02.22)	£64.69	£12.95	£77.64		075/21		
To Pay									
DD	E-ON	YCC power (20.02.22)	£67.27	£3.36	£70.63		075/21		
BACS	J K Gardening	Grass cutting @ Rec Ground & Knightcott Bank	£141.75		£141.75		075/21		
BACS	J K Gardening	Grass cutting @ Riverside	£70.87		£70.87		075/21		
BACS	J K Gardening	Grass cutting @ YCC	£70.88		£70.88		075/21		
BACS	J K Gardening	Grass cutting @ Banwell Cemetery	£162.50		£162.50		075/21		
BACS	J K Gardening	Village orderly	£392.50		£392.50		075/21		
BACS	J K Gardening	Environmental Fee	£40.00		£40.00		H & S		
BACS	J K Gardening	Trees in Cemetery	£310.00		£310.00		H & S		
BACS	Ambience Landscape	Dog Bin emptying	£433.33	£86.67	£520.00		075/21		
BACS	Insight Cleaning	YCC Cleaning	£176.00		£176.00		075/21		
BACS	YMCA	Programme costs	£480.00		£480.00		075/21		
BACS	ALCA	Essential Councillor	£40.00		£40.00		161/21 (vii)		
BACS	SLCC	Climate Change Event	£45.00	£9.00	£54.00		020/22 (v)		
BACS	DS Securities	Annual Monitoring Charge for CCTV System	£145.00	£29.00	£174.00		022/22 (iii)		
BACS	Officer overtime & expenses	Clerks overtime & expenses (Digital Inclusion sessions)	£128.66		£128.66		Grant		
DD	Loyds Bank PLC	Multipay charge & costs (zoom, additional monitor)	£198.60	£30.73	£229.33		Admin		
SO	Officer Salaries	Officer Salaries (SO 26.02.22)	£2,130.00		£2,130.00		075/21		
DD	Nest	Pension contributions (DD 26.02.22)	£158.96		£158.96		075/21		
DD	North Somerset	Waste Collection (01.03.22)	£9.50		£9.50		075/21		
DD	Calor Gas	LPG Gas standing charge	£14.71	£0.74	£15.45		075/21		
BACS	HMRC	PAYE and NI for Sept (12.03.22)	£656.33		£656.33		075/21		
Totals			£5,804.59	£156.14	£5,960.73				