



MINUTES OF THE ANNUAL MEETING OF THE PARISH COUNCIL HELD AT BANWELL YOUTH & COMMUNITY CENTRE AT 7pm ON MONDAY 16th MAY 2022

PRESENT: Councillors: Paul Blatchford(Chairman), Phil Adams, Steve Davies, Kevin Gibbons, Paul Harding, Nick Manley, Maggie McCarthy and Matthew Thomson.

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

Cllr Blatchford welcomed everybody.

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

Members of the public

No members of public were present

Community Beat Manager's report

The following report was received for the period 17/04/2022 to 16/05/2022.

Calls from Parish = 42 with the following selection of crimes reported: 1 abandoned 999 calls, 3 antisocial behaviour, 4 concern for welfare, 2 criminal damage, 6 suspicious activity, 13 traffic related, 1 theft and 1 theft of a vehicle.

The local Neighbourhood police team can be contacted via 101, or check out their social media sites, Facebook "Weston & Worle police" or Twitter "ASPNorthSomerset" (where you can find details of local events) or email, 9671@avonandsomerset.police.uk.

Ward Councillor's report

Cllr Haverson updated the Parish Council on the following.

- Health Committee panel and the changes at Weston Hospital in particular the merger with the Bristol Hospitals and the proposal to increase the number of minor operations.
- Bus transportation – North Somerset working in conjunction with the West of England Combined Authority have been awarded a conditional amount of £100,000 of government funding to improve the current bus transportation.
- The closure / repurposing of Castlewood.
- Asylum Seekers who have been housed in North Somerset by the Government.
- Her appointment as the New Chair of North Somerset Council.

Banwell Bypass Update

The bypass team updated the Parish Council on the following.

- Outline programme with no significant changes
- Design changes to include equestrians and shared use paths, traffic lights at Locking Road and Wolverhill Road junctions, possible link to Whitecross Lane. Removal of link to bypass onto and off Moor Road. New link between Moor Road and Riverside opposite Banwell Breakers. Eastermead Lane connection to the Strawberry Lane and an additional noise barrier for Dark Lane residents. Creation of shared paths in parts of the village.

Concern was raised from the Parish Council in relation to

- Speeding around the bend at Castle Hill and onto the Southern Link. The bypass team responded that whilst the design has been through the first highways safety test then there are still additional two safety tests that the scheme will need to go through.
- Riverside and High Street being used as a rat run.

- Ensuring 20mph and HGV restrictions through the village

North Somerset Development & Placemaking

The Development & Placemaking team are looking at Council owned land, in particular the future of the farm along Eastermead Lane which is likely to be split by the bypass. A consultation on the use of this land has suggested developing for housing and / or employment.

Members of the Parish Council raised concerns about this land being developed for housing / employment but thought that allotments / community orchard / replacement football pitches would be supported.

The meeting was convened.

068/22 To elect a Chairman of the Parish Council for 2022/23 (agenda item 1)

Resolved – To elect Cllr Paul Blatchford as Chairman of the Parish Council for 2022/23

The resolution was correctly proposed and seconded (unanimous)

Cllr Blatchford read and signed the declaration of acceptance of office.

069/22 To elect a Vice Chairman of the Parish Council for 2022/23 (agenda item 2)

Resolved – To elect Cllr Paul Harding as Vice Chairman of the Parish Council for 2022/23

The resolution was correctly proposed and seconded (unanimous)

Cllr Harding read and signed the declaration of acceptance of office.

070/22 To receive apologies for absence (agenda item 3)

Apologies were received from District Councillor Ann Harley

071/22 To appoint Members to Committees and Working Groups for 2022/23 (agenda item 4)

Resolved – To appoint the following Members to Committees and Working Groups for 2022/23;

Planning	Youth and Community Centre
Cllr Blatchford	Cllr Adams
Cllr Davies	Cllr Harding
Cllr Harding	Cllr Manley
Cllr Manley	Cllr McCarthy
Cllr Thomson	Cllr Thomson
Employment	Appeals
Cllr Blatchford	Cllr Adams
Cllr Harding	Cllr Davies
Cllr McCarthy	Cllr Thomson
Cllr Gibbons	
Cemetery & Memorials Working Group	Banwell Sustainability Working Group
Cllr Blatchford	Cllr Thomson
Cllr Harding	Cllr Ingram
Cllr Adams	Cllr Harding
Cllr Davies	
Cllr McCarthy	
John Keate (co-opted)	

The resolution was correctly proposed and seconded (unanimous)

072/22 To appoint members of outside bodies for 2022/23 (agenda item 5)

Resolved – That members be appointed as the Parish Council's representatives on outside bodies in 2020/22 in accordance with the following schedule: -

Outside Body	2022/23 Representatives
ALCA North Somerset Group	Cllr Harding & Cllr McCarthy
Banwell Allotment Society	Vacancy
Banwell in Bloom	Cllr Thomson
Banwell Scouts & Guides Association	Cllr Adams
Banwell School Community Governor	Vacancy
Banwell Village Hall Management Committee	Cllr McCarthy & Cllr Gibbons
Churchill and Langford Minibus Society	Vacancy
Parochial Church Council	Cllr McCarthy
NSC Standards Sub-Committee	Cllr Harding
Winscombe & Banwell Patient Participation Group	Cllr Gibbons
Other	
Defibrillator Guardians	Cllr Adams & Cllr Manley
Weekly Visual Checks of Play Areas	Cllr Harding, Cllr Gibbons & Cllr Thomson
Vehicle Activated Speed Sign	Cllr Harding & Cllr Thompson

The resolution was correctly proposed and seconded (unanimous)

073/22 To receive members' declarations of interest on any agenda item (agenda item 6)

No declarations of interest were received.

074/22 To approve as a correct record, the minutes of the Parish Council Meeting on the 18th of April 2022 (agenda item 7)

Resolved – That the minutes of the Parish Council Meeting held on the 18th of April 2022 be approved as a correct record of the meeting.

The resolution was correctly proposed and seconded (unanimous with 1 abstention due to absence)

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

075/22 To note the following Committee Meeting Minutes (agenda item 8)

(i) Planning Committee minutes from the 9th of May 2022

The minutes of the Planning Committee Meeting were noted.

(ii) Youth & Community Centre Committee minutes from the 9th of May 2022

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

076/22 To review and approve all Banwell Parish Council Committee and Working Party Terms of Reference (agenda item 9)

Resolved – To approve all Banwell Parish Council Committee and Working Party Terms of Reference with a change to the Sustainability Working Group - to meet when necessary.

The resolution was correctly proposed and seconded (unanimous)

077/22 To approve the following documents (agenda item 10)

(i) Calendar of Meeting dates

Resolved – That the Calendar of Meeting dates for 2022/2023 be approved.

The resolution was correctly proposed and seconded (unanimous)

(ii) Financial Regulations and associated Risk Assessment

Resolved – That the financial regulations and associated risk assessment be approved.

The resolution was correctly proposed and seconded (unanimous)

(iii) Standing Orders

Resolved – That the Standing Orders be approved.

The resolution was correctly proposed and seconded (unanimous)

078/22 To review and approve all Banwell Parish Council Policy and Procedures (agenda item 12)

Resolved – To approve all Banwell Parish Council Policy and Procedures with amendments to the following.

- Reserves Policy - to remove section 6.2 specifying the reserves currently held.
- Training Policy - to change Clerk to staff where appropriate.
- CCTV Policy – to change the number of cameras held.

The resolution was correctly proposed and seconded (unanimous)

079/22 To receive the Clerk's report/Exchange of information (agenda item 12)

i) Joint Strategic Needs Assessment (JSNA)

The Clerk attended a training session on the JSNA that looks at the current and future health and care needs of the local population which guide the planning and commissioning of health, well-being and social care services within a local authority area. JSNA documents in North Somerset include a North Somerset overview document and a data dashboard. The Clerk has used the dashboard information for funding bids.

ii) £1000 grant from Winscombe Parish Council

Thanks was given to Winscombe Parish Council for their £1000 donation to help maintain services at the Youth & Community Centre.

iii) Jubilee Grants

The Parish Council have been awarded £1800 for the Jubilee weekend from the National Lottery along with an additional £315 for wall mounted flags from a member of the community and a free hamper from National Grid. The grant will be used to fund a variety of items from bunting to printing tickets, advertising, refreshments, picnics for the pupil premium families among other things. Almost all of the events will benefit from the grant and therefore indirectly benefitting the groups / organisations running them / residents attending.

iv) Improving Play Spaces Fund

North Somerset have set up a £250,000 'Improving Play Spaces Fund' to offer capital match funding of up to 50% to improve local play spaces. Funding is capped at £20,000 for each project. Projects that enhance the accessibility and inclusivity of play facilities to children of all ages and abilities will be prioritised. The Clerk & Comms Officer would like to go for funding for Riverside Green. This will include the piece of multi-use equipment, fence, litter bins and seating.

080/22 To note the training and events available and agree any attendance (agenda item 13)

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) 25th May NALC 'Fighting Climate Change' 12 – 1:15pm £38.93.

The training was noted.

vi) 27th July NALC 'Giving Local Councils more of a say on housing' 12 – 1:15pm £38.93

Resolved – To approve £38.93 for Cllr Blatchford to attend this webinar.

The resolution was correctly

vii) Introduction to Local Councils E-Learning Course FREE

The meeting was informed that the Clerk had already undertaken the course and that Cllr Blatchford, Harding, Gibbons and McCarthy, had signed up for it. Given it was currently a free course all Councillors were encouraged to sign up and give their feedback to the Clerk.

081/22 To approve the following items of expenditure (agenda item 14)

i) £468 for Annual Scribe Subscription

Resolved – To agree the cost of £468 for the Annual Scribe subscription.

The resolution was correctly proposed and seconded (unanimous)

ii) £2027.29 Insurance premium, year two of a three year contract.

Resolved – To agree the cost of £2027.29 the annual insurance premium.

The resolution was correctly proposed and seconded (unanimous)

082/22 To consider a grant application for up to £600 from Banwell in Bloom (agenda item 15)

Thanks were to given to Banwell in Bloom for the beautiful arrangements around the village.

Resolved – To agree a grant of £600 to Banwell in Bloom.

The resolution was correctly proposed and seconded (unanimous)

083/22 To consider the donation of up to two chat benches from the Rotary Club (agenda item 16)

Resolved: To thank the Rotary Club for their offer but that until the Bypass has been built and the village evaluated for where it would be most appropriate to have a bench like this to refuse the offer. The Council to consider whether one of the current benches could be branded as a chat bench.

084/22 To authorise bills for payment for May (agenda item 17)

The Clerk tabled an updated bills for payment sheet for May.

Resolved: To authorise the bills for payment sheet for May of £9,913.39. Cllr Harding and Cllr McCarthy to authorise the BACs payments.

The resolution was correctly proposed and seconded (unanimous)

085/22 To note the Parish Council's end of April's net position, bank balances and bank reconciliation (agenda item 18)

The Parish Council's end of April's net position, bank balances and bank reconciliation were noted.

086/22 To agree regular standing order, direct debit and BACs payments made from the Unity bank account (agenda item 19)

Resolved: To agree the following regular standing order, direct debit and BACs payments made from the Unity bank account

Method	Item	Frequency
SO	Clerk basic salary	Monthly
SO	Communications Officer basic salary	Monthly
DD	Pension – NEST	Monthly
DD	E-On – electricity (streetlights)	Monthly
DD	E-On – electricity (YCC)	Monthly
DD	Mainstream telephone lines x 2 (YCC)	Monthly
DD	North Somerset – waste collection (YCC)	Monthly
DD	Multipay Card fee	Monthly
DD	Multipay Card purchases	When requested
DD	Water-2-Business (YCC)	Quarterly
DD	Cathedral Hygiene (YCC)	Quarterly
DD	Unity Trust Bank Charges	Quarterly
DD	Calor gas Standing Charge	Quarterly
DD	Calor LPG Delivery	When requested
DD	Information Commissioners Office - data protection	Annually
DD	TV Licence	Annually
VDD	Land Registry	When requested
BACS	Allotment Society	
BACS	JK Gardening (Grass Cutting etc...)	Monthly
BACS	Ambience Landscaping (Dog Bins)	Monthly
BACS	Insight Cleaning (YCC)	Monthly
BACS	YMCA Dulverton (Youth Club Provider)	Monthly
BACS	HMRC	Monthly
BACS	GB Sport & Leisure (Play area operational inspections)	Quarterly
BACS	Weston Rail Services (Street light Maintenance)	Quarterly
BACS	Webglu (website fees)	Quarterly

The resolution was correctly proposed and seconded (unanimous)

087/22 Dates of the next meetings (agenda item 20)

Monday 6th June 7pm Planning Committee meeting at Banwell Youth & Community Centre

Monday 20th June, 7:30pm Parish Council Meeting at Banwell Youth & Community Centre.

The Chairman closed the meeting at 20:45

.....Chairman

.....Date