



MINUTES OF THE PARISH COUNCIL MEETING HELD IN BANWELL YOUTH & COMMUNITY CENTRE AT 7:30pm ON MONDAY 18th of DECEMBER 2023

PRESENT: Councillors: Paul Blatchford (Chairman), Simon Arlidge, Paul Harding, Kelly Smith, Matthew Thomson, Steve Voller and Tara Wright.

IN ATTENDANCE: Mrs Liz Shayler (Clerk)
WARD COUNCILLOR: Cllr Tristam
BEAT TEAM: None
MEMBERS OF THE PUBLIC: None

Cllr Blatchford welcomed everybody. Given the zoom breach then there would be no virtual attendance.

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

i) **Members of the public**
None.

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

The following report was received for the period 20/11/2023 to 18/12/2023.

Incidents reported = 37 with the following selection of crimes reported: 6 abandoned 999 calls, 1 assault, 1 civil dispute, 3 concern for welfare, 1 criminal damage, 1 missing, 1 public order, 1 stalking, 2 suspicious, 1 theft, 1 threat and 8 traffic related (Councillors were reminded that this included the M5 stretch).

For up-to-date information residents can visit the Avon & Somerset website or follow them on social media (Facebook "Weston & Worle police or Twitter "ASPNorthSom"). Residents were asked if they see anything suspicious in the area or would like to talk to local officers, please call 101 or 999 in an emergency, they can also report anonymously to Crimestoppers on 0800555111.

iii) **Ward Councillor's report**

Cllr Tristam gave a brief report on the following items:

School Crossing Sign- due to the way the planning regulations work, a traffic sign constitutes an "advertisement". The display of advertisements in planning terms is controlled by Planning Regulations which determine what adverts need formal consent by way of a planning application. Traffic signs erected by the highway authority on the highway don't require consent. However, in this case as the sign would be installed on private land by another organisation/individual, a planning application would be required.

Under the regulations, advert consent can only be assessed against two issues – amenity and public safety. In this instance, the advice to date is that there would be harm to the character of conservation area due to the scale and nature of the sign. It was understood that whilst Highways understand the local concern, they don't consider that there is an overriding need for the sign on public safety grounds.

Clevedon Beach Front Scheme – Whilst it had been recognised that there had been major issues with the consultation and execution of this scheme. Then lessons had been learnt which mean that any major projects of this sort should be project managed more effectively in consultation with the local communities.

The meeting was convened.

201/23 To receive apologies for absence (agenda item 1)

Apologies were received from Cllrs Mike Bailey, Steve Davies (who attended virtually), Kevin Gibbons, Nick Manley and Maggie McCarthy.

202/23 To receive members' declarations of interest on any agenda item (agenda item 2).

None were received.

203/23 To approve as a correct record, the minutes of the Parish Council meeting on the 20th of November 2023 (agenda item 3)

Resolved – That the minutes of the Parish Council Meeting held on the 20th of November 2023 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.

204/23 To receive the Clerk's report/Exchange of information (agenda item 5)

i) £250 donation from the Kathleen Jones Trust for Banwell Food Bank.

Thanks were given to the Kathleen Trust for their donation of £250 for the food bank.

ii) Christmas Market and Window Trail

Thanks to the volunteers who supported the Christmas Market, helping to decorate the YCC, set up on the day and close down at the end of the day. It was a very successful day with excellent feedback. Thanks to those participating in the Christmas Window Trail we had over 24 residents and organisations take part. Galleries of photos of both of these events will be available on Facebook and also our website.

iii) Solar Panels

Gregor Heating have undertaken the technical survey on the Scout Building. The Solicitor has responded to the Clerks request to say that there is no formal agreement required as the lease allows the Parish Council to undertake works to the benefit of the two buildings. Installation is expected to begin on the 12th Feb 2024.

iv) Christmas Tree Festival

The Christmas Tree Festival was a success with the Parish Tree coming joint first as the Childrens favourite tree. Thanks to Banwell Youth Club and JD3DP for their homemade swans.

205/23 To note the training and events available and agree any attendance (agenda item 6)

i) ALCA e-learning on nimble

ii) Breakthrough Communications Training via ALCA

iii) Finance Training via ALCA

iv) Free 'Scribe' Finance Training

v) Various NALC Training

To ratify the following training expenditure

vi) CSE Future Energy Landscapes Toolkit Webinar £16.96

Resolved – To ratify the cost of £16.96 for Cllr Vollers attendance at the CSE training course.

The resolution was correctly proposed and seconded (unanimous)

206/23 To approve the following expenditure (agenda item 7).

i) £159 annual TV Licence.

Resolved – To approve £159 for the annual TV licence.

The resolution was correctly proposed and seconded (unanimous)

ii) £288 annual subscription to the Society of Local Council Clerks.

Resolved – To approve £288 for the annual subscription to the Society of Local Council Clerks.

The resolution was correctly proposed and seconded (unanimous)

iii) **£3616 contribution to Citizens Advice outreach service.**

Resolved – To approve £3616 for a contribution to Citizens Advice outreach service.

The resolution was correctly proposed and seconded (unanimous)

iv) **£259.90 for the purchase of two HGV warning signs for Riverside.**

Resolved – To approve £259.90 the purchase of two HGV warning signs for Riverside saying, 'NO HGV / Coach access to Banwell Village'.

The resolution was correctly proposed and seconded (unanimous)

v) **£855.65 for a replacement nest swing.**

Resolved – To approve £855.65 for a replacement nest swing.

The resolution was correctly proposed and seconded (unanimous)

207/23 To discuss options in relation to the Zebra Crossing outside the School (agenda item 8).

Since the article appeared in the Parish Magazine about the Zebra crossing outside the school a volunteer has come forward who is prepared to help young people and their parents cross the road. The Clerk contacted North Somerset Safer Routes to School, The Police, the Parish Council Insurance Company, Harness IT (Risk Assessments), Banwell Primary School and Breakthrough Communications (GDPR / Data Protection) to ascertain how to move forward with this.

North Somerset responded that they were reluctant to re-establish the School Crossing Patrol at Banwell School on the zebra crossing. Due to costs in the recruitment, training, monitoring, uniform and any site engineering remedial work required. They said they will continue to monitor the situation and were really looking forward to the new bypass alleviating the through traffic.

However, the Parish Council insurance company agreed that they would be prepared to cover the volunteer with certain provisos which the Clerk is currently working through in conjunction with Harness IT and Breakthrough Communications.

Resolved – To agree to cover the cost of equipment to the value of £300 needed for a volunteer to cross residents across the road opposite the school using the zebra crossing.

The resolution was correctly proposed and seconded (unanimous)

208/23 To agree to part fund the cutting of Littlefield's to High Street Footpath with North Somerset using our current grass cutting contractor (agenda item 8).

The Clerk was asked to investigate whether there could be a similar arrangement with North Somerset as we do for Golling Lane in relation to footpath maintenance, given the number of complaints that the Parish Council receives about footpaths in the centre of the village. After investigations the only other footpath this was possible for was the Littlefield's to High Street Path.

Resolved – To agree to part fund the maintenance of High Street to Littlefield's at a cost of up to £170 a year using JK Gardening.

The resolution was correctly proposed and seconded (unanimous)

209/23 To agree the revised Cemetery Fees payable as recommended by Cemetery Working Group (agenda item 9).

Resolved – To agree the revised Cemetery Fees payable as recommended by Cemetery Working Group.

The resolution was correctly proposed and seconded (unanimous)

210/23 To consider the following Minibus Society grant applications (agenda item 10):

- i) Annual request of £1000 for support for Minibus Society.**

Resolved – To approve the annual request of £1000 to support for Minibus Society.

The resolution was correctly proposed and seconded (unanimous)

- ii) Request for support of £2000 with the Older Persons Service.**

Resolved – To approve a £2000 grant for support with the Older Persons Service for the financial year 2024/25.

The resolution was correctly proposed and seconded (unanimous)

211/23 To agree the Terms of Reference for the two-tier Parish Council Wolverhill working groups (agenda item 11):

- i) Wolverhill Development Liaison Group.**

Resolved – To approve the Wolverhill Development Liaison Group Terms of Reference.

The resolution was correctly proposed and seconded (unanimous)

- ii) Wolverhill Development Working Group.**

Resolved – To approve the Wolverhill Development Working Group Terms of Reference.

The resolution was correctly proposed and seconded (unanimous)

212/23 To note the following documents and agree any actions (agenda item 12).

- i) Feedback from Communications Survey**
- ii) Feedback from the Christmas Market**

The documents above were noted.

- iii) First draft of the Strategic Plan**

Resolved – To approve the 2024 - 2029 Strategic Plan with an amended diagram once officer structure has been agreed.

The resolution was correctly proposed and seconded (unanimous)

213/23 To agree a response to North Somersets Corporate Plan Consultation (agenda item 13)

Resolved – To send the following response 'Banwell Parish Council is aware of the financial constraints faced by North Somerset and support the aspirations outlined in the corporate plan'.

The resolution was correctly proposed and seconded (unanimous)

214/23 To agree how to collate a response to North Somersets Local Plan Consultation (agenda item 14).

Resolved: That Cllr Manley will collate individual councillor responses after the 5th of January and then formulate a response for approval at the next Parish Council meeting.

The resolution was correctly proposed and seconded (unanimous)

215/23 To sign the letter of engagement from the internal auditor, Bridget Bowen (agenda item 15).

Resolved: The Chairman to sign the letter of engagement from the internal auditor.

The resolution was correctly proposed and seconded (unanimous)

216/23 To authorise bills for payment for December (agenda item 16).

The Clerk tabled an additional invoice of £327.37 to R Cox Plumbing & Heating.

Resolved: To authorise the bills for payment sheet for November of £13,534.52. Cllr Harding and Cllr Blatchford to authorise the BACs payments.

The resolution was correctly proposed and seconded (unanimous)

217/23 To note the Parish Council's end of November's net position, reserves, bank balances and bank reconciliation (agenda item 17)

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

218/23 To discuss the 2024 / 2025 Parish Council budget and precept request (agenda item 18):

The Clerk informed the Council that this year a budget of £151,485 was being recommended which was a precept requirement of £133,600.19. The budget requirement has continued to increase however due to a tax base increase then this will result in 0% precept increase with a Band D property being £85.97.

Resolved –To agree the 2024 / 2025 budget and to submit the resultant precept requirement to North Somerset.

The resolution was correctly proposed and seconded (unanimous)

219/23 To note the following planning applications (agenda item 19):

- i) **23/P/2599/LDE Land Adjacent to Box Bush Farm, Box Bush Lane, Rolstone. BS24 6UA**
Certificate of lawfulness for the extension of 2no. agricultural buildings.
- ii) **23/P/2686/AOC Rolstone Farm Business Park West Rolstone Road, Hewish.**
Request to discharge condition 7 (Noise Impact Assessment) on application 21/P/0094/FUL.

The applications above were noted.

220/23 To note the following planning application decisions (agenda item 18):

- i) **18/P/3557/TPO 3 Emmerson Terrace Westfield Road Banwell North Somerset BS29 6BT**
T1 - Silver birch - 2m reduction. **SPLIT DECISION (no detail)**
- ii) **20/P/0245/HED Land South of Christon Road Winthill Banwell BS29 6NG**
Removal of 5m of hedgerow. **No objection (tree/hed) unconditional**
- iii) **20/P/1362/TRCA 18 East Street Banwell BS29 6BN**
T1 - Purple leaf Plum - Reduce height and spread by 2m. **No objection (tree/hed) unconditional.**
- iv) **21/P/1682/HED Knightcott Park, Banwell BS29 6DQ**
Removal of 40m hedgerow (8 x 5m Sections). **No objection (tree/hed) unconditional**
- v) **23/P/0541/TPO Shepton Copse Part of Banwell Woods Towerhead Road Banwell.**
A dead ash tree has blown over during recent gusty winds. It is hung up in an adjacent ash tree. It is proposed to bring the tree down to ground level to make it safe. The tree is located near the track leading through the woods and in an area where people may be visiting. **APPROVE**
- vi) **23/P/1122/AOC Summer Lodge Summer Lane Banwell BS29 6LP.**
Discharge of Condition Number 3 (Site Development Scheme) from 19/P/0314/FUL. **APPROVE (discharge condition) RDC**

- vii) **23/P/1335/AOC Land South of Churchland Way & Wolvershill Road Mead Fields Banwell.**
Request to discharge condition numbers 13 (External Lighting Scheme + Lux contour model) and condition 24 (Landscaping Scheme part 1&2) from application 23/P/0565/FUL. **APPROVE (discharge condition) RDC**
- viii) **23/P/1667/FUH 6 High Street Banwell BS29 6AA**
Proposed demolition of existing porch and rear extension. Erection of a single storey rear extension and installation of patio doors to the rear elevation at the first floor. **APPROVE**
- ix) **23/P/1712/AOC Land West of Wolvershill Road Wolvershill Road Banwell**
Request to discharge condition number 19 (Ecology Report) on application 18/P/4735/OUT. **APPROVE (discharge condition) RDC**
- x) **23/P/2141/FUH 22 Porters Drive Banwell BS29 6EJ**
Proposed erection of an outbuilding at the rear of the property.
- xi) **23/P/2324/AOC Cannaways Farm, Silver Moor Lane Banwell North Somerset BS29 6LQ**
Discharge of Condition number 5 (Construction Environmental Method Statement) on application 23/P/1038/FUL. **APPROVE (discharge condition) RDC**

The decisions above were noted.

221/23 Dates of the next meetings (agenda item 19)

No Planning Committee Meeting in January due to bank holiday.
Monday 15th of January, 7:30pm Parish Council Meeting at the YCC.

The Chairman closed the meeting at 21:15

.....Chairman

.....Date

Bills for Payment - 21st November to the 12th December 2023
Banwell Parish Council

Method	Payee	Details	Gross Amount	Comments	Minute agreed	Power
Already Paid				There are 2 MPAN numbers		The Parish Council
DD	YU	Streetlight Power	£233.98		095/23	
DD	YU	Streetlight Power	£9.19		095/23	
DD	Mainstream	Phone and Broadband	£7.36		095/23	
DD	EDF	YCC Electricity	£139.18		095/23	
To Pay						
BACS	J K Gardening	Grass cutting & Village Orderly contract	£1,043.34		095/23	
BACS	J K Gardening	Env Fee (Harris)	£40.00		Env Fee	
BACS	Ambience Landscape	Dog Bin emptying	£629.20		095/23	
BACS	Insight Cleaning	YCC Cleaning	£216.00		095/23	
BACS	YMCA	Youth Club Sessions	£540.00		095/23	
BACS	Webglu	Quartely website charge	£243.60		095/23	
BACS	Weston Rail Services	Quartely Streetlighting Maintenance charge	£1,050.00		095/23	
BACS	NALC	Local Award Scheme	£60.00		173/23 (iv)	
BACS	Citizens Advice	Annual Outreach charge	£3,616.00		206/23 (iii)	
BACs	Dani Wolfgang- James	Locum Comms Officer	£473.60		E31/23	
BACS	GB Sport	Annual Independent inspection	£306.00		173/23 (i)	
BACS	Deltron Lifts	Repair to lift	£353.09		H & S	
BACS	SPFA	Annual Somerset Playing Fields Subscription	£15.00		188/23	
BACS	SLCC	Annual Subscription to Society of Local Council Clerks	£288.00		206/23 (ii)	
BACS	Neil Merrick	Expenses (gutter, slow cookers)	£122.62		H & S and Grant	
BACS	R Cox Plumbing & Heating	Replacement taps in August	£327.37		H & S	
DD	Loyds Bank PLC	Multipay charge & costs (zoom, training x 2, food bank, YC items, refreshments, cooking items).	£494.33		095/23	
BACS	Liz Shayler	Overtime and expenses (Christmas trees & Rolls)	£201.82		Admin & Grant	
SO	Liz Shayler	Clerks Salary	£1,979.19		095/23	
DD	Nest	Pension contibutions	£190.77		095/23	
DD	TV Licensing	YCC TV Licence	£159.00		206/23 (i)	
BACS	HMRC	PAYE and NI	£786.38		095/23	
DD	North Somerset	YCC Waste Collection	£9.50		095/23	
Totals			£13,534.52			

The Parish Council have resolved to use the General Power of Competence as of the 15th May 2023