



MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD REMOTELY AT 7:30pm ON MONDAY 18th May 2020

PRESENT: Councillors: Paul Blatchford (Chairman), Phil Adams, Phil Baird, Karen Bennett, Steve Davies, Paul Harding (Vice-Chairman), Nick Manley, Maggie McCarthy & John Wormald.

IN ATTENDANCE: Mrs Liz Shayler (Clerk)

WARD COUNCILLOR: None

AVON & SOMERSET POLICE: None

MEMBERS OF THE PUBLIC: 1

Cllr Paul Blatchford, opened the meeting by welcoming everybody

Before the meeting was reconvened 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 22/04/2020 to 16/05/2020.

Calls from Parish = 42 with the following selection of crimes reported: 1 abandoned 999 call, 4 antisocial behavior, 9 Covid-19 Breach, 1 harassment, 8 suspicious activity, 5 traffic related and 2 vehicle crime.

Sadly, the Police are still having to attend a large number of Covid-19 breaches within the Banwell area. Members of the public are asked to observe the guidelines to help prevent the spread of the virus and protect the NHS. DO NOT allow friends or family to visit your home, or attend gatherings of more than 3 people in a public place. Practice good social distancing and avoid any unnecessary travel. For full details continue to look at GOV.UK website for up to date Covid-19 information, remember breaking rules endanger lives! It was appreciated that most residents are abiding to these rules. To keep the village safe people are also encouraged to call 101 to report any breaches within the community. 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 had been received.

The meeting was convened

092/19 To elect a Chairman of the Parish Council for 2020/21 (agenda item 1)

Resolved – To elect Cllr Paul Harding as Chairman of the Parish Council for 2020/21

The resolution was correctly proposed and seconded (unanimous)

Cllr Harding read and signed the declaration of acceptance of office

The Chairman thanked Cllr Blatchford for all he had done in his capacity as Chairman in the last year.

093/19 To elect a Vice Chairman of the Parish Council for 2020/21 (agenda item 2)

Resolved – To elect Cllr Phil Baird as Vice Chairman of the Parish Council for 2020/21

The resolution was correctly proposed and seconded (unanimous)

Cllr Baird read and signed the declaration of acceptance of office

094/20 To receive apologies for absence (agenda item 3)

Apologies were received from Dawn Parry

095/20 To review the current structure of the Committees and Working Groups (agenda item 4)

Resolved – To agree to keep the current structure to the Parish Council Committees

The resolution was correctly proposed and seconded (unanimous)

096/20 To appoint Members to Committees and Working Groups for 2020/21 (agenda item 5)

Resolved – To appoint the following Members to Committees and Working Groups for 2020/21;

Planning	Youth and Community Centre
Cllr Blatchford	Cllr Adams
Cllr Baird (ex officio)	Cllr Baird (ex officio)
Cllr Davies	Cllr Bennett
Cllr Harding (ex officio)	Cllr Blatchford
Cllr Manley	Cllr Harding (ex officio)
Cllr Parry	Cllr Manley
Cllr Wormald	Cllr McCarthy
Employment	Appeals
Cllr Baird	Cllr Davies
Cllr Bennett	Cllr McCarthy
Cllr Blatchford	Cllr Parry
Cllr Harding	
Cllr Wormald	
Cemetery & Memorials Working Party (twice a year)	
Cllr Blatchford (ex officio)	John Keate (co-opted)
Cllr Harding (ex officio)	
Cllr Adams	
Cllr Davies	
Cllr McCarthy	

It was noted that Richard Tolmie had decided to stand down from the Cemetery & Memorial Working Party which he had been involved in for 24 years. The Chairman thanked Mr Tolmie for all his work for the Parish Council and wished him well.

The resolution was correctly proposed and seconded (unanimous)

097/20 To appoint members of outside bodies for 2020/21 (agenda item 6)

Resolved – That members be appointed as the Parish Council's representatives on outside bodies in 2020/21 in accordance with the following schedule: -

Outside Body	2020/21 Representatives
ALCA North Somerset Group	Cllr Harding & Cllr Baird
Banwell Allotment Society	Vacancy
Banwell in Bloom	Vacancy
Banwell Scouts & Guides Association	Cllr Adams
Banwell School Community Governor	

Banwell Village Hall Management Committee	The Clerk & Cllr McCarthy currently attend as they hold positions on the Committee. The Council agreed they could act as liaisons.
Churchill and Langford Minibus Society	Cllr Wormald
Community Resilience	Cllr Bennett
Parochial Church Council	Cllr McCarthy
NSC Standards Sub-Committee	Cllr Harding
Winscombe & Banwell Patient Participation Group	Cllr Parry
Other	
Defibrillator Guardians	Cllr Adams, Cllr Baird & Cllr Manley
Weekly Visual Checks of Play Areas	Cllr Harding & Cllr Baird
Vehicle Activated Speed Sign	Cllr Harding & Cllr Baird

The resolution was correctly proposed and seconded (unanimous)

098/20 To receive members' declarations of interest on any agenda item (agenda item 7)

No declarations of interest were received.

099/20 To approve as a correct record, the minutes of the Parish Council Meeting on the 27th April 2020 (agenda item 8)

Resolved – That the minutes of the Parish Council Meeting held on the 27th April 2020 be approved as a correct record of the meeting.

The resolution was correctly proposed and seconded (unanimous)

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

100/20 To note the minutes of the Planning Committee minutes from the 4th May 2020 (agenda item 9)

The minutes of the Planning Committee Meeting on the 4th of May were noted.

101/20 To resolve to adopt Supplementary Standing Orders to meet the statutory requirements for holding of remote meetings until May 7th, 2021 or the repeal of legislation whichever is the earlier (agenda item 10)

Resolved – To adopt Supplementary Standing Orders to meet the statutory requirements for holding of remote meetings until May 7th, 2021 or the repeal of legislation whichever is the earlier.

The resolution was correctly proposed and seconded (unanimous)

102/20 To review and approve all Banwell Parish Council Committee and Working Party Terms of Reference (agenda item 11)

Resolved – To approve all Banwell Parish Council Committee and Working Party Terms of Reference.

The resolution was correctly proposed and seconded (unanimous)

103/20 To approve the following documents (agenda item 12)

(i) Calendar of Meeting dates

Resolved – That the Calendar of Meeting dates be approved with the selection of Tuesday the 6th April 2021 & Tuesday 4th May 2021 for the monthly planning meetings and April 26th 2021 for the Parish Assembly.

The resolution was correctly proposed and seconded (unanimous)

(ii) Code of Conduct

Resolved – That the Code of Conduct be approved

The resolution was correctly proposed and seconded (unanimous)

(iii) Protocol for Remote Meetings

Resolved – That the Protocol for Remote Meetings be approved.

The resolution was correctly proposed and seconded (unanimous)

104/20 To review and approve all Banwell Parish Council Policy and Procedures (agenda item 13)

Resolved – To approve all Banwell Parish Council Policy and Procedures.

The resolution was correctly proposed and seconded (unanimous)

105/20 To receive the Clerk's report/Exchange of information (agenda item 14)

(i) External Audit

All papers have now been submitted to the external auditor for the limited assurance review. These papers can also be accessed on the Parish Council website (under financial information) which also includes the internal audit reports and the notice for Public rights which will run from the 15th June to the 24th July.

(ii) Works to land adjacent to the Quarry

National Grid are currently burying their new cables to connect Hinkley but also burying Western Power's. This is so that the pylons throughout the Area of Outstanding Natural Beauty can then be removed. However, piggy backing the pylons is a fibre optics cable which Western Power have undertaken to bury. They are using a different route than the power cables. The route goes from adjacent to Banwell Caves, across the hill and will end up at the Castle. The trench has now been dug and most has been filled in and reseeded. It is expected that the area will be fenced off for approximately 6 months to allow the grass to grow back.

(iii) Covid-19 Emergency Plan

Currently there are 32 co-ordinators who are covering 24 areas throughout the Parish. These are supported by over 70 volunteers bringing the total volunteering to over 100. The shielded now have access to priority food deliveries and the food parcels and therefore it is quite quiet throughout the village. However, North Somerset wide there has been an increase in people struggling with isolation which has resulted in having to call in outside agencies. The phone call only volunteers and co-ordinators have been, phoning to check in weekly / every two weeks, around approximately 100 parishioners. This has been a crucial lifeline for some people and has been appreciated. Everyone has been asked to think about people they know who are living alone and to give them a call.

(iv) Food bank donations

We have continued to receive food and money donations from Councillors & Members of the public in particular Cllr Blatchford, Elizabeth Ball & Dawn Hiley. This has helped to provide over

53 complete food parcels for both individuals and families and a top up to the 46 pupil premium food parcels for our vulnerable families. It has also meant that our vulnerable families will still be fed over half term after a reduction in funding from the Government. This has been another lifeline for members of the community ensuring that everyone in Banwell has access to food. The Chairman thanked all those who had contributed.

106/20 To approve the following items of expenditure (agenda item 15)

(i) £214.80 for a replacement VAS battery

Resolved: To agree the purchase of a replacement VAS battery. Cllr Harding to purchase.

The resolution was correctly proposed and seconded (unanimous)

107/20 To discuss and agree a way forward concerning the following items in relation to the Youth & Community Centre (agenda item 16)

(i) Note Banwell Youth Club report

The Youth Club report was noted

(ii) £1278 for an Induction hearing loop system

Resolved: To agree the payment of £214.80 for an induction hearing loop system and an additional cost of £49 for the loop tester.

The resolution was correctly proposed and seconded (unanimous)

(iii) £2888 for the supply and installation of Audio equipment

Resolved: To agree the payment of £2888 for the supply & installation of a sound system

The resolution was correctly proposed and seconded (unanimous)

(iv) To consider the design of the YCC window wraps

This was discussed and it was felt that it was important to look at a variety of designs including ones which incorporate the village in some way. Cllr Baird will contact the companies concerning the window wraps with a view to ensuring that some of the upper panels are kept clear so any information panels can still be seen.

(v) The infilling of the ditch adjacent to the Scout Hut

The Clerk reported that she had spoken to North Somerset and planning permission would be required as it is classified as engineering works. However, when Wessex Water was mentioned as the owner of the site then there is a possibility North Somerset can be circumvented by using Wessex Water who have permitted development rights. Wessex Water were contacted, and it is a North Somerset Highways drain. North Somerset Highways were contacted, and they have passed it onto the Drainage Team who will investigate where the drain goes and whether there would be capacity in the system for it to be culverted. Meanwhile the Clerk has contacted the contractor onsite and asked for a quote to clear the ditch.

108/20 To discuss the reopening of the Recreation Ground (agenda item 17)

Resolved: That the recreation ground is not reopened for the time being, but it will be discussed at the next meeting on June 15th unless there is a change of government advice allowing playgrounds to reopen.

The resolution was correctly proposed and seconded (unanimous)

109/20 To discuss the annual Parish Picnic scheduled for the 4th July 2020 (agenda item 18)

Resolved: That the Parish Picnic be postponed until September the 19th 2020 to coincide with the Spring Clean.

The resolution was correctly proposed and seconded (unanimous)

110/20 To note the training and events available and agree any attendance (agenda item 19)

(i) Thursday 25th June ALCA North Somerset Remote AGM

Cllr Harding, Cllr Baird and the Clerk to attend this webinar

111/20 To authorise bills for payment (agenda item 20)

Resolved: To authorise May's Bills for Payment of £9103.11. Cllr Harding and Cllr Baird to authorise the BACs payments.

The resolution was correctly proposed and seconded (unanimous)

112/20 To note the Parish Council's end of April's, bank balances and bank reconciliation (agenda item 21)

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

113/20 Dates of the next meetings – (agenda item 22)

- 1st June Planning Committee Meeting, 7pm, remotely <https://us02web.zoom.us/j/279564797>
- 15th June Parish Council Meeting, 7:30pm, remotely <https://us02web.zoom.us/j/308292669>
- 6th July Youth & Community Centre Meeting 7pm, remotely.
- Cemetery & Memorial Working Party Meeting currently postponed.

The Chairman closed the meeting at 21:00

.....Chairman

.....Date

Bills for Payment - 28th April to the 16th May 2020

Banwell Parish Council

Method	Payee	Details	Net Amount	VAT	Gross Amount		Minute agreed	Power
	Already Paid							
BACs	Kaye Gunningham	Allotment payment	£1,647.88		£1,647.88		c07/19	The Parish Council have resolved to use the General Power of Competence as of the 20th May 2019
DD	E-ON	Streetlight Power (DD 10.05.20)	£118.56	£5.93	£124.49		093/20	
DD	Mainstream	Phone and Broadband (DD 14.05.20)	£2.99	£0.60	£3.59		093/20	
	To Pay							
BACS	J K Gardening	Grass cutting @ Rec Ground & Knightcott Bank	£141.75		£141.75			
BACS	J K Gardening	Grass cutting @ Riverside	£70.87		£70.87			
BACS	J K Gardening	Grass cutting @ YCC	£70.88		£70.88			
BACS	J K Gardening	Grass cutting @ Banwell Cemetery	£162.50		£162.50			
BACS	J K Gardening	Village orderly	£392.50		£392.50			
BACS	J K Gardening	Environmental Fee	£40.00		£40.00			
BACS	J K Gardening	Strim flower beds Wolverhill & Knightcott	£60.00		£60.00			
BACS	J K Gardening	Additional grass cutting High St & Wolverhill Pk Total £1018.50	£80.00		£80.00			
BACS	FOS UK	Dog Bin emptying	£339.00		£339.00		177/19	
BACS	Insight Cleaning	YCC Cleaning (deep clean)	£280.00		£280.00		39/19	
BACS	Vision North Somerset	Operational Inspection	£100.00		£100.00		083/20	
BACS	Came & Company	Insurance	£2,212.07	£259.45	£2,471.52		081/20	
BACS	Scribe	Annual Subscription	£347.00	£69.40	£416.40		064/20 (ii)	
BACS	C & L Minibus Society	Food Bank shop	£138.34	£4.86	£143.20		062/20	
BACS	E. Shayler	Overtime & Expenses (zoom)	£167.45	£2.40	£169.85		062/20	
BACS	E. Shayler	Expenses (food bank shop)	£139.52	£1.55	£141.07		062/20	
SO	E. Shayler	Clerk's Salary (SO 26.05.20)	£1,569.86		£1,569.86		093/20	
DD	E-ON	Streetlight Power (DD 25.05.20)	£20.05	£1.00	£21.05		093/20	
DD	E-ON	YCC power (DD 25.05.20)	£88.00	£4.40	£92.40		093/20	
DD	Calor	LPG top up (DD 28.04.20)	£379.20	£18.96	£398.16		150/19	
DD	Calor	Standing charge (DD 28.04.20) Total £413.61	£14.71	£0.74	£15.45		150/19	
DD	Nest	Pension contributions (DD 30.05.20)	£150.69		£150.69		093/20	
BACS	HMRC	PAYE and NI for Sept (12.06.20)	£581.37		£581.37			
		Totals	£8,733.82	£369.29	£9,103.11			

Agreed at last meeting



MINUTES OF THE MEETING OF THE PLANNING COMMITTEE HELD REMOTELY AT 7pm ON MONDAY 1st JUNE 2020

PRESENT: Councillors Paul Blatchford, Phil Baird, Steve Davies, Paul Harding & Dawn Parry
IN ATTENDANCE: Mrs Liz Shayler (Clerk)

The meeting was convened

32/20 To receive apologies for absence (agenda item 1)

Apologies were received from Cllr Manley & Cllr Wormald

33/20 To elect a Chairman of the Planning Committee for 2020/21 (agenda item 2)

Resolved – That Cllr Manley be elected as Chairman of the Planning Committee for 2020/21 but in his absence Cllr Blatchford to continue to Chair the meeting.

The resolution was correctly proposed and seconded (unanimous).

34/20 To elect a Vice Chairman of the Planning Committee for 2020/21 (agenda item 3)

Resolved – That Cllr Parry be elected as Vice Chairman of the Planning Committee for 2020/21

The resolution was correctly proposed and seconded (unanimous).

35/20 To receive declarations of interest (agenda item 4)

No committee member declared an interest

36/20 To approve as a correct record the minutes of the Planning Committee Meeting held on the 4th May 2020 (agenda item 5).

Resolved – That the minutes of the Planning Committee Meeting held on the 4th May 2020 be approved as a correct record of the meeting.

The resolution was correctly proposed and seconded (unanimous).

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

37/20 To note and comment upon planning applications (agenda item 6)

- (i) **18/P/4735/OUT Land West of Wolvershill Rd, North of Wolvershill Park & Knightcott Park.** Outline planning application for the erection of up to 62no. (reduced to 54) dwellings, along with the provision of informal public open space and associated works. Access from Wolvershill Road for approval with appearance, landscaping, layout & scale reserved for subsequent approval.

The Council discussed the Planning Officers report and were disappointed by the conclusions drawn especially in the disregarding of Core Strategy Policy 32 (of only 25 properties on the edge of a settlement boundary). The Clerk was asked to obtain the traffic data mentioned in the report.

Cllr Davies joined the meeting

- (ii) **20/P/0956/FUH 88 High Street, Banwell, BS29 6AQ.**
Proposed ground floor East side extension and new first floor with dormer windows.

Resolved – To support this planning application.

The resolution was correctly proposed and seconded (unanimous)

- (iii) **20/P/1016/LDE West Hay Farm Summer Lane Banwell BS29 6LE.**
Certificate of lawful development for land that is in use for commercial storage B8 purposes.

This application was noted.

- (iv) **20/P/1029/TRCA 31 West Street Banwell BS29 6DB. T1 -Robinia – Fell**

Resolved – To note this application.

The resolution was correctly proposed and seconded (unanimous)

38/20 To note planning decisions – (agenda item 7)

- (i) **19/P/3148/OUT 28 Queens Road Banwell BS29 6BB.**
Outline application for the demolition of side extensions of existing dwelling and the erection of a 2-bedroom dwelling to the side **REFUSED**
- (ii) **20/P/0193/FUH & 20/P/0420/LBC 4, The Square, Banwell BS24 6BL.**
Retrospective application for installation of satellite dish and boiler flue to north west elevation (side); plastic guttering and pipework to the south east elevation (rear). **APPROVED**
- (iii) **20/P/0649/LDP 28 Riverside, Banwell. BS29 6EE**
Certificate of Lawful Development for the proposed siting of a caravan. **WITHDRAWN**
- (iv) **20/P/0671/FUH 1 High Street, Banwell. BS29 6AA.**
Replacement windows to front and side elevation **APPROVED**
- (v) **20/P/0672/CQA Land off Havage Drove, Box Bush Lane, Rolstone. BS24 6UA.**
Prior approval for change of use from agricultural building and land to 1no. dwelling within use class C3, plus associated operational development comprising the replacement and installation of doors and windows; replacement of roof covering; cladding and render to external walls.
PRIOR APPROVAL REQUIRED AND GRANTED

39/20 Date of the next meeting (agenda item 8)

15th June 2020, 7:30pm Parish Council Meeting remotely <https://us02web.zoom.us/j/308292669>
6th July 2020, 7pm Planning Meeting remotely <https://us04web.zoom.us/j/279564797>

The Chairman closed the meeting at 19:25

.....Chairman

.....Date

Clerks Report

Audio Works to the Youth & Community Centre

Audio works to the YCC have been completed. The hearing loops are now in place along with the sound system. It can be switched between the two halls and is fully accessible with all Bluetooth / iPod devices. They were able to use the current CD player and have linked it into the system. There are currently 2 lapel microphones and 2 standing microphones.

Covid-19 Emergency Plan

We are currently supporting over 110 residents in the parish in variety of ways from small amounts of shopping to just a check in phone call. We have an amazing team of co-ordinators and volunteers who continue to be crucial lifeline for some people.

Food Bank donations

We have continued to receive food and money donations from Councillors & Members of the public, thanks in particular to Cllr Paul Harding, Clare Flower, Naomi Cork, Brian Peat, Sandi & Stephen McFall, Dorothy & John Holmes. This has helped to provide over 71 complete food parcels for both individuals and families and a top up to 45 food parcels for our vulnerable families and 26 half term parcels. This has been another lifeline for members of the community ensuring that everyone in Banwell has access to food.

Love Banwell

Given that the Community Picnic is cancelled on the 4th July then Love Banwell are thinking of organising a few of the following events.

Scarecrow trail – People will take part by making a scarecrow to put in their window on their house or in their garden. Theme is 'going on holiday'. These will be plotted on a map, which will go on Facebook and be available in the newsagents. People will be asked to take photos of their creations and to take photos of their favourites.

Places of interest hunt – These will be plotted on a map and then this will be put on Facebook for people to print out or collect from newsagents.

Potato person – Children to make a potato person and put it in a takeaway pot, with their name and age and take it to the chip shop. This event will run during July. The chip shop to display the creations.

Beach scene - People to make a beach scene in a takeaway pot and take it to the crafty cuppa to be displayed.

Gardening - Facebook event with categories. People to post their entry and then there will be a winner running 4th July to end August. There will be 5 categories more details to come.

Dress up - Facebook event with categories. The children groups, adult, cat, dog, any other animal. Theme going on holiday also in that comp there will be make a pot person, so adults can do that too. People post their pics.



BANWELL PARISH COUNCIL SAFEGUARDING POLICY

Policy Statement

In the interests of safeguarding children and the welfare and protection of adults with care and support needs, the Parish Council is committed to ensuring as reasonably practical, that children and adults with care and support needs are protected and kept safe from harm whilst they are engaged in any activities or using facilities associated with offered by the Parish Council.

Policy Objectives

- To ensure that as reasonably practical, where possible all facilities and activities offered by the Parish Council are designed and maintained to limit risk to children and adults with care and support needs.
- To promote the general welfare, health and development of children by being aware of safeguarding children issues and to be able to respond where appropriate as a local government organisation
- To develop procedures in recording and responding to accidents and complaints and to alleged or suspected incidents of abuse and neglect.

As the Parish Council does not directly provide care of supervision services to children and adults with care and support needs, it expects all children and adults with care and support needs using its facilities to do so with the consent and the necessary supervision of a parent, carer or other responsible adult.

Aims

The aim of this policy document is to guide members of the Parish Council and any co-opted members of committees should any safeguarding children issue or any issues with adults with care and support needs arise during their workservice.

Responsibilities & Procedures

The Clerk has been designated as Safeguarding Officer and the responsibilities will include:

- Ensuring that participants are appropriately briefed before any Parish Council organised event with children or vulnerable people.
- Ensuring that members of the Parish Council and any co-opted members of committees are aware of the risk they may face in certain circumstances whilst carrying out their duties.
- Ensuring, that whilst Council members are unlikely to be involved with children during the performance of their duties, they are mindful of the risk they face.
- Decisions on whether any person should be DBS checked will be made by the Council, or the Clerk after consultation with the Chairman, following a risk assessment.

All new councillors are to be provided with a copy of the Safeguarding Policy and are required to acknowledge they will abide by it. Councillors will adhere to the 'List of Recommended Behaviour' namely:

- A minimum of two adults present when supervising children and that no adult will be left alone with a child.
- Not to play physical contact games.

Adopted on 15th June 2020

To be reviewed by June 2021

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- Adults to wear appropriate clothing at all times.
- Ensure that accidents are recorded in an accident book.
- Never do anything of a personal nature for a young person.
- Keep records of any allegations a young person may make to any committee member or volunteer.
- If there is a child abuse incident it should be reported to the Clerk who will be responsible for ensuring the matter is handled in accordance with the North Somerset Safeguarding Children Board procedures and also referred to the Parish Council for further action as appropriate and future risk assessment.
- Play facilities offered by the Parish Council have been inspected on a regular basis and at least annually by a representative of RoSPA or a similar organisation.
- Sharing information about safeguarding children and good practice with partner organisations, councillors, employees, volunteers, parents and carers.
- In the event of a contractor, working directly for the Parish Council, being deemed to be working in any area where children or adults with care and support needs may be at risk, then that contractor will be asked to provide their Safeguarding Policy.

Any organisation which may make contact with children or adults with care and support needs shall be required to show proof of its own Safeguarding Policy before being allowed to participate in the use of any council-owned facilities. The organisations Policy must, as a minimum, adhere to the standards set out within this Policy.

Referrals

In the event that there are concerns for a child or an adult with care & support needs which the Parish Council deems that further assistance is needed, the Safeguarding Officer will make a referral to either of the following for guidance & support:

For concerns regarding children, contact:

01275 888 808 - Monday to Friday, 8am - 6pm **01454 615 165** - Out of hours and at weekends
In an emergency please ring **999**

For concerns regarding adults, contact:

01275 888 801 - Monday to Friday 8am - 6pm **01454 615 165** - Out of hours and at weekends
In an emergency please ring **999**

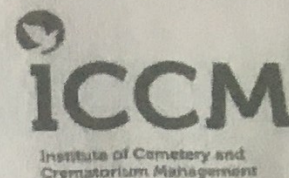
Declaration

Banwell Parish Council is fully committed to safeguarding the well-being of children and adults with care and support needs by protecting them from physical, sexual, emotional harm and neglect.

All members of Banwell Parish Council ~~should~~ will read the Safeguarding Policy. Having read the Policy they should be proactive in providing a safe environment for children and adult with care & support needs who are involved in Parish Council activities.

This Policy will be reviewed annually

ICCM Membership Benefits



Dear Colleague,

I have included your subscription for the 2020/21 membership year – until 31st March 2021

Your ICCM Membership, means you have access to the following benefits:

- 4 issues of the ICCM's high quality publication - The Journal - per year
- 2 free professional members for every Full corporate membership
- Free attendance at branch meetings & forums for learning and for discussing common problems
- Free technical and legal advice via telephone or email from a team of fully qualified and experienced Officers
- Discounts on all ICCM 1 day training courses
- Access to the only accredited qualifications specifically designed for cemetery and crematorium staff – the HNC Accredited Diploma; the BTEC Accredited Crematorium Technicians Training Scheme & City and Guilds Accredited Cemetery Operatives Training Scheme.
- Mailchimp e-newsletters and technical updates announcing any new developments or changes that will affect the industry as soon as they happen
- Free access to best practice guidance and information on a range of subjects relating to bereavement services
- Representation at Government level on policy decisions
- Discounted rates for the Annual Learning Convention and Exhibition
- Access to the new fully accredited BTEC HNC Diploma and education services
- Annual Education Seminar
- Management placement service and staff cover options available

Many Thanks for your continued support of ICCM,

Trevor Robson, AICCM, BSc(Hons), MAAT – Finance and IT Manager, ICCM

Facebook – [facebook.com / ICCMManagementUK](https://facebook.com/ICCMManagementUK)

Twitter - twitter.com/InstituteCCM

trobson@instituteccm.com

The successes you achieved last year

Here are just two of the victories your membership helped accomplish for the countryside last year.

You made the government listen

In November, we celebrated the government's decision to effectively ban fracking in England. We've been campaigning alongside other NGOs and community groups since mid-2018, when the government announced proposals to fast-track fracking through the planning system. We were resolute in our opposition to these proposals, which would have risked industrialising the countryside, trampling local democracy, and worsening the climate emergency. We were thrilled to see the government finally listen and change their minds – a fantastic win for the countryside.

You campaigned to keep our countryside beautiful – and safer for nature

We were delighted when the government committed to a deposit return system for drinks containers in 2018, after 10 years of CPRE campaigning. Over the past year, we've continued to campaign to get over the final hurdle – ensuring that the government implements an 'all-in' system to collect drinks containers of all types. In our nationwide Green Clean litter picks, we gathered compelling evidence to support our argument: more than one in four drinks containers that currently litter our countryside may not be included if the government buckles under industry pressure to restrict the system to smaller containers only. The environment secretary publicly backed an 'all-in' system, another key milestone in this campaign.



© Bill Waters

The benefits of your membership

As well helping our countryside thrive, as a member of CPRE, the countryside charity, you can receive:

- Regular issues of our magazine, Countryside Voices.
- Membership of your local county group.
- 15% discount at Cotswold Outdoor, Snow + Rock, Cycle Surgery and Runners Need.
- Our regular monthly e-newsletter, Campaigns Update.
- Printed publications, such as our campaigning newsletter Fieldwork, on request.



How your membership will help our countryside thrive this year

Thanks to your support, we will be able to campaign on important issues like these over the next 12 months:

Protecting our cities' green lungs

Green Belt is the countryside next door for 30 million of us – yet it is under threat like never before, from inappropriate development to the impacts of climate breakdown. We will continue to stand up for the Green Belt and advocate its value and importance for everyone's health and wellbeing. With your help, we will influence the government to take action to protect and enhance it – in practice, not just on paper.

Countryside for everyone

The government's independent review of National Parks on their 70th anniversary adopted many of our recommendations to ensure more people can access these stunning landscapes. Now, we will be working to make this a reality – including striving to ensure that all children get to experience the joy of a National Park or AONB while they're at school.

Campaigning for sustainable rural transport

We strongly criticised the recent decision to go ahead with a significant £25 billion investment in new roads, at odds with tackling the climate emergency and research on solving congestion. CPRE will campaign for the government to instead invest in public transport, particularly for rural communities who are currently underserved across the country.



Other ways you can help

Legacies are a vital source of income for us and help fund around 30% of our work. If you'd like to help care for our vital countryside so it can thrive for generations to come, please consider helping in this important way. To talk to someone about including CPRE in your Will, please call our Legacy Officer on 020 7981 2838.

If you are happy to share your intentions, it is an enormous help to us and completely confidential.

- I have already left a gift to CPRE in my Will
- I intend to leave a gift to CPRE in my Will
- I would like more information on leaving a gift to CPRE in my Will

Your local CPRE group needs you

Our volunteers are the lifeblood of our work. If you'd like to learn new skills, meet likeminded people and help to enhance and protect local countryside you love, please tick the box below. Your local group will be delighted to welcome you.

- Yes, I would like to find out more, please ask CPRE Avonside to contact me.

BANWELL PARISH COUNCIL - GRANT APPLICATION FORM

Name of organisation	Marie Curie
Name on bank account (for cheque payments)	Marie Curie
Registered Charity/Charity Number	<input checked="" type="radio"/> Yes/ No 207994
Contact name and position with the group	Riona Houghton (community fundraiser)
Contact name's home address	101 North Road, Bristol, BS65PQ
Contact name's telephone number and email address.	[Redacted] @mariecurie.org.uk
Purpose for which the grant would be used and who will benefit from it (in particular in reference to Banwell residents).	Essential running costs of nursing service. Those in receipt of our services & their families.
Describe the evidence you have obtained that shows a need for the grant.	The need to raise £50,000 a week across the South West to run our services.
Grant amount being requested including a breakdown of costs.	£300 which would provide 15 hours of nursing care.
Number of members in the Group	8 Within Bristol/North Somerset team usually.
Total spent by the group in the year <small>(Any figures should be for the last financial year of the organisation).</small>	Unsure
Total received by the group in the year	Approx £120,000 for Bristol & N Somerset
Who has also been approached for funding for this project.	Bristol & N Somerset & Somerset Parish & Town Councils.
Main income sources – please itemise <small>(A summary statement of accounts (e.g. receipts and payments plus the bank balance) should be attached. It is preferable, but not essential, if the accounts have been audited).</small>	Fundraising events such as collections, tea parties, quizzes, trading sales. In Memory donations.
Current bank balance (please state date)	I do not have access to this information.
Special/other considerations	NA

I declare that to the best of my knowledge the statement made in this application form, including any accompanying sheets, is true.

Signature..... [Redacted]
(Electronic submissions can use electronic signatures)

Date 18/5/2020

This form should be submitted to the Parish Council either by email: clerk@banwellparishcouncil.org.uk or to the Parish Office, Banwell Youth and Community Centre, West Street, Banwell. BS29 6DB.

Bills for Payment - 28th April to the 16th May 2020
Banwell Parish Council

Method	Payee	Details	Net Amount	VAT	Gross Amount		Minute agreed	Power
	Already Paid							The Parish Council have resolved to use the General Power of Competence as of the 20th May 2019
BACs	Audio Visual Direct	Hearing Loop & Sound System (deposit)	£2,120.00	£424.00	£2,544.00		107/20 (ii & iii)	
BACs	Paul Harding	VAS batteries x 2	£404.00	£80.80	£484.80		106/20	
DD	Mainstream	Phone and Broadband (DD 15.06.20)	£2.11	£0.42	£2.53		093/20	
	To Pay							
DD	E-ON	Streetlight Power (DD 17.06.20)	£155.43	£7.77	£163.20		093/20	
BACS	J K Gardening	Grass cutting @ Rec Ground & Knightcott Bank	£141.75		£141.75			
BACS	J K Gardening	Grass cutting @ Riverside	£70.87		£70.87			
BACS	J K Gardening	Grass cutting @ YCC	£70.88		£70.88			
BACS	J K Gardening	Grass cutting @ Banwell Cemetery	£162.50		£162.50			
BACS	J K Gardening	Village orderly	£392.50		£392.50			
BACS	J K Gardening	Environmental Fee	£40.00		£40.00			
BACS	J K Gardening	Additional grass cutting Castle Hill & Wolverhill Rd	£55.00		£55.00			
BACS	J K Gardening	Golling Lane	£150.00		£150.00			
BACS	FOS UK	Dog Bin emptying	£339.00		£339.00		177/19	
BACS	Insight Cleaning	YCC Cleaning (deep clean)	£144.00		£144.00		39/19	
BACS	Audio Visual Direct	Hearing Loop & Sound System (balance)	£2,343.98	£468.80	£2,812.78		107/20 (ii & iii)	
BACS	Weston Rail Services	Church Street Bollard	£390.00	£78.00	£468.00		266/19	
BACS	Weston Rail Services	Quarterly Streetlight maintenance	£875.00	£175.00	£1,050.00	waiting for invoice	243/18	
BACS	ICCM	Annual Subscription	£95.00		£95.00	awaiting agenda item		
BACS	CPRE	Subscription	£36.00		£36.00	awaiting agenda item		
BACS	E. Shayler	Overtime & Expenses (zoom)	£97.47		£97.47		062/20	
SO	E. Shayler	Clerk's Salary (SO 26.05.20)	£1,569.86		£1,569.86		093/20	
DD	E-ON	YCC power (DD 25.05.20)	£88.00	£4.40	£92.40	waiting for invoice	093/20	
DD	Nest	Pension contributions (DD 26.06.20)	£147.58		£147.58		093/20	
DD	Unity Trust	Bank Charges (30.06.20)	£29.70		£29.70			
BACS	HMRC	PAYE and NI for Sept (12.07.20)	£560.89		£560.89			
		Totals	£9,890.93	£1,239.19	£11,130.12			

Banwell Parish Council

Prepared by: _____

Date: _____

Name and Role (Clerk/RFO etc)

Approved by: _____

Date: _____

Name and Role (RFO/Chair of Finance etc)

	Bank Reconciliation at 29/05/2020		
	Cash in Hand 01/04/2020		186,593.72
	ADD Receipts 01/04/2020 - 29/05/2020		57,906.50
			244,500.22
	SUBTRACT Payments 01/04/2020 - 29/05/2020		39,089.84
A	Cash in Hand 29/05/2020 (per Cash Book)		205,410.38
	Cash in hand per Bank Statements		
	Cash 29/05/2020	0.00	
	Unity Trust Bank (20398572) 29/05/2020	54,974.26	
	Bonus saver account (81413459) 29/05/2020	44,597.88	
	Reserve Account (59678674) 29/05/2020	90,991.88	
	Current account (53357655) 29/05/2020	14,846.36	
			205,410.38
	Less unrepresented payments		0.00
			205,410.38
	Plus unrepresented receipts		0.00
B	Adjusted Bank Balance		205,410.38
	A = B Checks out OK		

Banwell Parish Council
Net Position by Cost Centre and Code

Cost Centre Name

Cemetery & Memorials		Bal. B/Fwd.	Receipts		Payments		Current Balance
Code	Title		Budget	Actual	Budget	Actual	Budget
101	Cem Grass Cutting	0.00	0.00	0.00	1,950.00	325.00	1,625.00
102	Cem paths / trees / garden	0.00	0.00	0.00	300.00	0.00	300.00
103	Cem making up graves	0.00	0.00	0.00	200.00	0.00	200.00
104	Cemetery / Memorial Maintenance	0.00	0.00	0.00	5,000.00	0.00	5,000.00
105	Env Fee	0.00	0.00	0.00	0.00	40.00	-40.00
		£0.00	0.00	£0.00	7,450.00	£365.00	7,085.00

Cemetery Income		Bal. B/Fwd.	Receipts		Payments		Current Balance
Code	Title		Budget	Actual	Budget	Actual	Budget
110	Cemetery Income	90,682.00	3,000.00	160.00	0.00	0.00	87,842.00
		£90,682.00	3,000.00	£160.00	0.00	£0.00	87,842.00

Clerk & Administration		Bal. B/Fwd.	Receipts		Payments		Current Balance
Code	Title		Budget	Actual	Budget	Actual	Budget
201	Salary & NI	0.00	0.00	0.00	26,000.00	5,211.13	20,788.87
202	Clerk pension	0.00	0.00	0.00	302.00	333.58	-31.58
203	Advertising	0.00	0.00	0.00	300.00	0.00	300.00
204	Insurance	0.00	0.00	0.00	2,123.00	2,212.07	-89.07
205	Subscriptions inc ALCA & SLCC	0.00	0.00	0.00	900.00	432.00	468.00
206	Audit Fee	0.00	0.00	0.00	1,000.00	75.00	925.00
207	Legal Costs	0.00	0.00	0.00	500.00	0.00	500.00
208	Training Clerk	0.00	0.00	0.00	800.00	0.00	800.00
209	Training Councillor	0.00	0.00	0.00	600.00	0.00	600.00
210	Grants & Donations	0.00	0.00	0.00	7,000.00	4,046.00	2,954.00
211	Chairmans Allowance	0.00	0.00	0.00	250.00	0.00	250.00
212	Covid-19	0.00	0.00	710.00	0.00	1,171.00	-461.00
213	Bank Charges	0.00	0.00	0.00	100.00	0.00	100.00
		£0.00	0.00	£710.00	39,875.00	£13,480.78	27,104.22

Environment		Bal. B/Fwd.	Receipts		Payments		Current Balance
Code	Title		Budget	Actual	Budget	Actual	Budget
301	Allotment	0.00	1,647.88	1,647.88	1,647.88	1,647.88	0.00
302	Env Grass Cutting	0.00	0.00	0.00	850.00	221.74	628.26
303	Env Hedge / Fence / Tree Work	0.00	0.00	0.00	300.00	0.00	300.00
304	Village Orderly	0.00	435.81	0.00	4,710.00	785.00	3,489.19
305	Dog Bins	0.00	0.00	0.00	4,080.00	678.00	3,402.00
306	Env Maintenance / Inspect Riversi	0.00	0.00	0.00	2,500.00	727.50	1,772.50
307	Env Projects	0.00	0.00	0.00	3,000.00	60.00	2,940.00
308	Env Grant	0.00	11,000.00	7,149.52	2,000.00	0.00	-1,850.48
309	Rec Play Equipment	0.00	0.00	0.00	0.00	0.00	0.00
		£0.00	13,083.69	£8,797.40	19,087.88	£4,120.12	10,681.47

Highways		Bal. B/Fwd.	Receipts		Payments		Current Balance
Code	Title		Budget	Actual	Budget	Actual	Budget
401	Street light power	0.00	0.00	0.00	1,800.00	353.57	1,446.43
402	Street light maintenance	0.00	0.00	0.00	3,500.00	875.00	2,625.00
403	Street light upgrade	0.00	0.00	0.00	7,900.00	0.00	7,900.00
404	Highways related projects	0.00	0.00	0.00	1,500.00	0.00	1,500.00
		£0.00	0.00	£0.00	14,700.00	£1,228.57	13,471.43

Income		Bal. B/Fwd.	Receipts		Payments		Current Balance
Code	Title		Budget	Actual	Budget	Actual	Budget
501	Misc Income	0.00	0.00	149.10	200.00	0.00	349.10
502	Annual Precept	0.00	93,908.00	46,954.00	0.00	0.00	-46,954.00
503	VAT	0.00	0.00	0.00	0.00	0.00	0.00
504	CIL	401.00	3,000.00	0.00	0.00	0.00	-2,599.00

Current Balance = Balance B/Fwd - (Receipt Budget - Actual Receipt) + (Payment Budget - Actual Payments)

Banwell Parish Council
Net Position by Cost Centre and Code

Cost Centre Name

£401.00 96,908.00 £47,103.10 200.00 £0.00 -49,203.90

Recreation Ground

<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
			<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
601	Rec Grass Cutting	0.00	0.00	0.00	1,700.00	283.50	1,416.50
602	Rec Maintenance	0.00	0.00	0.00	2,500.00	0.00	2,500.00
603	Rec Tree & Fence Work	0.00	0.00	0.00	150.00	0.00	150.00
604	Rec Inspections	0.00	0.00	0.00	400.00	0.00	400.00
605	Rec Play Equipment	0.00	0.00	0.00	0.00	12,102.25	-12,102.25
		£0.00	0.00	£0.00	4,750.00	£12,385.75	-7,635.75

Youth & Community Centre

<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
			<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
701	YCC upgrade	0.00	0.00	0.00	18,000.00	2,120.00	15,880.00
702	YCC repairs & maintenance	0.00	0.00	0.00	3,000.00	225.50	2,774.50
703	YCC CCTV	0.00	0.00	0.00	2,000.00	0.00	2,000.00
704	YCC Electricity	0.00	0.00	0.00	1,000.00	169.45	830.55
705	YCC Gas	0.00	0.00	0.00	1,500.00	393.91	1,106.09
706	YCC water	0.00	0.00	0.00	650.00	0.00	650.00
707	YCC waste	0.00	0.00	0.00	650.00	134.09	515.91
708	YCC cleaning & supplies	0.00	0.00	0.00	2,500.00	602.78	1,897.22
709	Office Equipment inc Website	0.00	0.00	0.00	3,000.00	0.00	3,000.00
710	YCC phone & wifi	0.00	0.00	0.00	600.00	118.95	481.05
711	YCC Grass cutting	0.00	0.00	0.00	850.00	141.76	708.24
712	YCC hedge, fence & tree work	0.00	0.00	0.00	280.00	0.00	280.00
713	YCC grants & donations	0.00	1,300.00	0.00	0.00	0.00	-1,300.00
714	YCC income	0.00	0.00	1,136.00	1,300.00	0.00	2,436.00
		£0.00	1,300.00	£1,136.00	35,330.00	£3,906.44	31,259.56

Youth Club

<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
			<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
801	YC sessions	0.00	0.00	0.00	10,000.00	0.00	10,000.00
802	YC budget	5,000.00	0.00	0.00	500.00	0.00	5,500.00
803	YC extraordinary activities	0.00	0.00	0.00	1,000.00	0.00	1,000.00
804	YC Computers	1,000.00	0.00	0.00	0.00	0.00	1,000.00
805	YC subscriptions	0.00	400.00	0.00	0.00	0.00	-400.00
		£6,000.00	400.00	£0.00	11,500.00	£0.00	17,100.00

NET TOTAL

£97,083.00 114,691.69 £57,906.50 132,892.88 £35,486.66 137,704.03