



MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD REMOTELY AT 7:30pm ON MONDAY 17th AUGUST 2020

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

IN ATTENDANCE: Mrs Liz Shayler (Clerk)
WARD COUNCILLOR: None
AVON & SOMERSET POLICE: None
MEMBERS OF THE PUBLIC: 1

Cllr Paul Harding, 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 15/07/2020 to 13/08/2020.

Calls from Parish = 50 with the following selection of crimes reported: 3 abandoned 999 call, 4 antisocial behavior, 7 concern for welfare, 3 covid breach, 5 suspicious activity, 1 theft from a vehicle and 9 traffic related.

Although the police service is running as normal, local beat surgeries remain on hold until further notice. However, home security checks, Bike Register marking, Farm and Horse Watch sign up's as well as day to day reports of crime are continuing. For more information residents are asked to look at the Avon and Somerset Constabulary website or contact the local beat team via the "in your area" page or Twitter @ASPWSM.

Ward Councillor's report

No Ward Councillor was present and no report had been received

The meeting was convened

147/20 To receive apologies for absence (agenda item 1)

Cllr Baird emailed to say that he was having difficulty with his sound card and would join the meeting as soon as he could.

148/20 To receive members' declarations of interest on any agenda item (agenda item 2)

No declarations of interest were received.

149/20 To approve as a correct record, the minutes of the Parish Council Meeting on the 20th July 2020 (agenda item 3)

Resolved – That the minutes of the Parish Council Meeting held on the 20th July 2020 be approved as a correct record.

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

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

150/20 To note the minutes of the Planning Committee minutes from the 3rd August 2020 (agenda item 4)

The minutes of the Planning Committee Meeting on the 3rd August 2020 were noted.

151/20 To discuss the continuation of remote vs face to face Parish Council Meetings (agenda item 5)

Resolved – That the Parish Council continue to meet remotely for the next three months with a review in November.

The resolution was correctly proposed and seconded (unanimous)

152/20 To declare a Climate Energy (agenda item 6)

Resolved – That Banwell Parish Council Declare a ‘Climate Emergency’ and pledge to make the Council carbon neutral by 2030. To develop a detailed plan of action and report to Council in six months with an update on the actions being taken with Councillors Parry & Wormald leading this.

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

153/20 To receive the Clerk’s report/Exchange of information (agenda item 7)

(i) Works to the Youth & Community Centre

The repairs to the porch floor have begun along with the redecoration of the outside of the building and the installation of a loft hatch. The Clerk has met with contractors to discuss electric vehicle charge points and solar panels but is awaiting additional sustainability surveys including heating and solar lamppost. Wessex Water has contacted the Clerk in reference to work to be undertaken in the carpark. They will liaise with the Clerk in relation to timescales for the work to commence. There has been a delay to the planning application due to the parking allocation. Once the movement of the electrical pole has been discussed then the planning application will be updated.

(ii) Wolverhill Development (18/P/4735/OUT) letter of complaint

Cllr Manley reported that the letter of complaint had been sent to John Penrose (the Local MP), Richard Kent (Head of North Somerset Planning Policy), Jo Walker (North Somerset’s Chief Executive) and The Mercury. The only one who had responded so far was John Penrose.

(iii) Weekend pony and trap race

It was reported that there had been several complaints about a pony & trap drive through the village over the weekend. Concern was raised for the safety of the drivers, pedestrians and other road users. The Clerk was asked to write to the Football Club (as it was understood this was a fundraising activity organised by them) to ask them to let local residents know if an activity of this sort is likely to happen again and to remind the pony and trap drivers to be aware of other road users.

154/20 To agree the cost of £4863.04 for the moving of the electricity pole at the YCC to make way for additional car parking (agenda item 8)

Resolved – To agree the cost of £4863.04 for the moving of the electricity pole at the YCC to make way for additional car parking

The resolution was correctly proposed and seconded (unanimous)

155/20 To agree the cost of an additional path in the Cemetery to the North Wall Cremation Area from the Cemetery reserves (agenda item 9)

Resolved – To appoint LW Groundworks to put in the additional path for £8450 using the Cemetery Reserves with the Cemetery Working Party meeting next week to agree its alignment.

The resolution was correctly proposed and seconded (unanimous)

156/20 To agree the cost of £1550 to repair the unsafe Memorials (agenda item 10)

Resolved – To agree Adams Memorials to repair the Memorials within the Cemetery using the Cemetery Reserves.

The resolution was correctly proposed and seconded (unanimous)

Cllr Baird joined the meeting

157/20 To note the training and events available and agree any attendance (agenda item 11)

(i) 1st September 7pm - 9.00pm ALCA Planning in Plain English

Resolved – To agree the cost of £50 for the attendance of Cllr Baird

The resolution was correctly proposed and seconded (unanimous)

(ii) 2nd September Coronavirus Risk Assessments 2 – 3pm £30/£35

No one to attend this session

(iii) 15th September Creating Accessible Excel Documents 2 – 3:30pm £30/£35

Resolved – To agree the cost of £30 for the attendance of the Clerk

The resolution was correctly proposed and seconded (unanimous)

(iv) 16th September What is Community Organising, 2 – 4pm £30/£35

Resolved – To agree the cost of £35 for the attendance of Cllr Bennett

The resolution was correctly proposed and seconded (unanimous)

(v) 12th - 16th October SLCC Virtual National Conference £25

Resolved – To agree the cost of £25 for the attendance of the Clerk

The resolution was correctly proposed and seconded (unanimous)

158/20 To discuss the following postponed events and agree a way forward (agenda item 12)

i) Parish Assembly

Resolved – To cancel the Parish Assembly until 2021

The resolution was correctly proposed and seconded (unanimous)

ii) Annual Spring Clean on the 19th September

Resolved – To cancel the Parish Assembly until spring 2021

The resolution was correctly proposed and seconded (unanimous)

iii) Community Picnic on the 19th September

Resolved – To cancel the Community Picnic until July 3rd 2021.

The resolution was correctly proposed and seconded (unanimous)

159/20 To agree the new 'Welcome to Banwell' Leaflet (agenda item 13)

Resolved – To agree the new 'Welcome to Banwell Leaflet' to be delivered at the beginning of September.

The resolution was correctly proposed and seconded (unanimous)

160/20 To discuss and agree a response to North Somerset's Challenges Consultation (agenda item 16)

Cllr Manley thanked those who had contributed he will draft a response which he will send to all the Parish Councillors for review. There was a varied amount of responses and Councillors were reminded that they can submit a personal response.

Resolved – To agree that Cllr Manley will collate everyone's responses into a document to be submitted to North Somerset.

The resolution was correctly proposed and seconded (unanimous)

161/20 To authorise bills for payment (agenda item 17)

Resolved: To authorise August's Bills for Payment of £6737.39 Cllr Harding and Cllr Baird to authorise the BACs payments.

The resolution was correctly proposed and seconded (unanimous)

162/20 To note the Parish Council's end of July's, bank balances and bank reconciliation (agenda item 18)

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

163/20 Dates of the next meetings – (agenda item 19)

7th September 2020 7pm Planning Committee remotely <https://us04web.zoom.us/j/279564797>

7th September 2020 8pm Youth & Community Centre Committee remotely

<https://us02web.zoom.us/j/84205749438>

21st September 2020 7:30pm Parish Council Meeting remotely <https://us02web.zoom.us/j/308292669>

The Chairman closed the meeting at 20:40

.....Chairman

.....Date



MINUTES OF THE MEETING OF THE PLANNING COMMITTEE HELD REMOTELY AT 7pm ON MONDAY 7th SEPTEMBER 2020

PRESENT: Councillors Paul Blatchford, Steve Davies, Paul Harding, Nick Manley (Chairman), Dawn Parry (Vice Chairman).
IN ATTENDANCE: Mrs Liz Shayler (Clerk) District Cllr Haverson and 2 members of the public.

Before the meeting opened Members of the public were invited to speak;

- (i) The project manager spoke in support of application 20/P/1690/RM and gave further background information on a draft construction management plan clarifying wheel washing.

The meeting was convened

54/20 To receive apologies for absence (agenda item 1)

Apologies were received from Cllr Wormald

55/20 To receive declarations of interest (agenda item 2)

No Committee Member declared an interest

56/20 To approve as a correct record the minutes of the Planning Committee Meeting held on the 3rd August 2020 (agenda item 3).

Resolved – That the minutes of the Planning Committee Meeting held on the 3rd August 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 Manley as a correct record.

57/20 To note the response from North Somerset in relation to the letter of complaint in reference to the Wolverhill Road application 18/P/4735/OUT (agenda item 4)

The Committee were disappointed with North Somerset's response but felt that there were no Code of Conduct issues which could be brought against an individual District Councillor. They were mindful that a judicial review would cost taxpayers money and given North Somerset's policies are overridden by the Government's National Planning Policy Framework, when there is no 5-year supply, then it was doubtful that this decision could be overturned. The response was therefore noted.

58/20 To agree that as part of Banwell Parish Council declaring a Climate Emergency that Green Measures will be considered in relation to all planning applications (agenda item 5).

Resolved – That as part of Banwell Parish Council declaring a Climate Emergency, that Green Measures will be considered in relation to all planning applications.

The resolution was correctly proposed and seconded (unanimous).

It was noted that they had not been considered in relation to this month's applications and in future would include working towards passive housing standards and solar panels regardless of the direction on all new builds.

59/20 To note and comment upon planning applications (agenda item 6)

(i) 20/P/1690/RM Land to South of William Daw Close, Banwell.

Reserved Matters application for approval of appearance, layout, scale and landscaping for the erection of 26no. dwellings pursuant to outline permission 18/P/3334/OUT (outline planning application for a residential development of up to 26no. dwellings and associated infrastructure with access for approval; appearance, landscaping, layout and scale reserved for subsequent approval).

Standing orders were suspended to allow the project manager for this application to speak

Clarification was given to the rationale for two story properties on the Eastern Boundary which was due to a request from North Somerset.

Standing orders were reinstated

Resolved – To not support this planning application due to the positioning of two-storey properties on the eastern side of the development which will have an overbearing impact on the adjacent residents and properties on Greenfields Avenue.

However, if North Somerset is minded to approve then the following condition is requested; That taking into account the local highway network and the volume of material that may need to be removed / brought to site, it is requested that a construction management plan is submitted prior to the commencement of development on site. This should include but not be limited to a construction programme including phasing of works, HGV routing, provision for staff car parking, times of site operation, on-site contact information, volume of HGV movements throughout the day, highway safety measures such as wheel washing facilities and mitigation measures for any remedial works required

The resolution was correctly proposed and seconded (unanimous)

(ii) 20/P/1755/FUH Pennyard House, East Street, Banwell. BS29 6BW

Demolition of front conservatory and replace with a new porch; replacement of existing sliding aluminium framed windows with 'Heritage' style uPVC woodgrain casement windows; re-rendering of external elevations and erection of a 1.4m high boundary wall at the front of the property between Pennyard House and The Longhouse.

Resolved – To support this planning application.

The resolution was correctly proposed and seconded (unanimous)

(iii) 20/P/1846/CQA Cedar Haven Haybow Hewish Weston-super-Mare BS24 6RB

Prior Approval for the conversion of a redundant milking parlour to 1no. dwelling with operational development comprising re-roofing of building; insertion of windows, doors and re-rendering of building

Resolved – To object to this planning application as the Committee cannot support a permanent dwelling on a site where the existing property only has temporary consent (whilst the existing resident is alive) because it is outside the settlement boundary in flood zone 3.

The resolution was correctly proposed and seconded (unanimous)

(iv) 20/P/1872/FUH Haybow Cottage, Haybow Hewish, Weston-super-Mare. BS24 6RA

Proposed erection of a boundary wall and railings to replace existing fence

Resolved – To support this planning application.

The resolution was correctly proposed and seconded (unanimous)

- (v) **20/P/1911/TRCA Oak Lodge, West Street, Banwell. BS29 6DB**
T1 - Eucalyptus – Fell

This application was noted.

- (vi) **20/P/1954/CQA Barn at Silvermoor Lane**

Prior Approval for the conversion of an existing agricultural building (Sui Generis Use) to 1no. dwelling (Use Class C3) with operational development consisting of recladding of building with timber boarding; insertion of front wall and insertion of new windows and doors

Resolved – To not support this planning application as it creates a new dwelling outside of the settlement boundary in flood zone 3. However, if North Somerset is minded to approve then the committee request that an agricultural tie be put on the dwelling.

The resolution was correctly proposed and seconded (unanimous)

60/20 To discuss and agree a way forward in relation to the Government Consultations on the following (agenda item 7)

- (i) Changes to the current planning system
- (ii) Planning for the Future
- (iii) Transparency and Competition

The Committee decided to deal with all three consultations together. It was felt that the language used did not make the consultations accessible at a Parish Council level. The most important consultation was believed to be 'Planning for the Future'. It was felt there were very positive suggestions but that there were other suggestions that were of a concern. The Clerk had spoken to North Somerset as to whether they were intending in responding to any of the consultations.

Resolved: The Clerk to resend the 'Planning for the Future' Consultation to all Parish Councillors and ask them to provide answers to as many of the questions that they can by the 25th September. Cllr Manley to collate a Planning Committee response for consideration at the next meeting.

The resolution was correctly proposed and seconded (unanimous)

61/20 To note planning decisions – (agenda item 8)

- (i) **19/P/3061/FUL Gobbles Farm, Wolvershill Road, Banwell. BS29 6DQ**
Change of use of agricultural building (shed 5) to storage (Use Class B8). Erection of extension to building (shed 3) and change of use to Gym (Use Class D2). Erection of replacement storage building (shed 4) (Use Class B8). Use of land for external storage, container storage and HGV parking. Construction of farm track and widening of existing access onto Wolvershill Road. (Retrospective). **APPROVED**
- (ii) **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. **REFUSED**
- (iii) **20/P/1242/FUH Little Orchard, Wolvershill Road, Banwell BS29 6LA.**
Proposed single story extension to the rear of the existing detached dwelling & associated adaptations. **APPROVED**
- (iv) **20/P/1282/FUH The Forge, Hillend, Weston-super-Mare BS24 8PQ**
Raise roof and extend to rear elevation to create first floor. Alteration to exterior including new doors and windows (Resubmission of application ref. 19/P/2179/FUH) **REFUSED**
- (v) **20/P/1290/NMA Mead Fields Parklands Phase 3A Land South of Churchland Way Wolvershill Road Banwell**
Non-material amendment to application 18/P/5209/RM to replacement of NA44 housetype with D1389 (Sunford), which is the same building but with a modified bay window size only to the ground floor. **APPROVED**

(vi) **20/P/1291/NMA Mead Fields Parklands Phase 3B Land South Of Churchland Way
Wolvershill Road Banwell**

Non-material amendment to application 19/P/2662/RM to replacement of NA44 housetype with D1389 (Sunford), which is the same building, but with a modified bay window size only to the ground floor. **APPROVED**

(vii) **20/P/1453/FUH 34 Knightcott Gardens Banwell BS29 6HD**

Erection of a two-storey side extension. **APPROVED**

(viii) **20/P/1516/FUH 4 Hillmer Rise Banwell BS29 6HX**

Retrospective application for the erection of a rear raised deck area. **APPROVED**

62/20 Date of the next meeting (agenda item 9)

21st September, 7:30pm Parish Council Meeting remotely <https://us02web.zoom.us/j/308292669>

5th October, 7pm Planning Meeting remotely <https://us04web.zoom.us/j/279564797>

The Chairman closed the meeting at 20:05

.....Chairman

.....Date

DRAFT



Banwell Parish Council

MINUTES OF A MEETING OF THE YOUTH AND COMMUNITY CENTRE (YCC) COMMITTEE HELD REMOTELY AT 7:30pm ON MONDAY 7th SEPTEMBER 2020

Present: Phil Adams, Karen Bennett, Paul Blatchford, Paul Harding, Nick Manley (Chairman) and Maggie McCarthy (Vice Chairman).

In attendance: Liz Shayler (Clerk) & 1 members of the public

30/20 To receive apologies for absence: (agenda Item 1)

No apologies were received

31/20 To receive members' declarations of interest on any agenda item (agenda Item 4).

There were no declarations of interest received.

32/20 To approve, as a correct record, the minutes of the Youth & Community Centre Committee (YCC) minutes from the 6th July 2020 (agenda Item 3)

Resolved: With the correct spelling of Bennett to approve, as a correct record, the minutes of the YCC Committee minutes from the 6th July 2020.

The resolution was correctly proposed and seconded (unanimous)

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

33/20 To discuss and agree a way forward in relation to the use of the Youth Club £1000 budget for computers / laptops (agenda Item 4)

Resolved: That as per the request from the Youth Club that two/three higher spec laptops are purchased to allow more versatility for young people.

The resolution was correctly proposed and seconded (unanimous)

34/20 To receive the Clerk's report/exchange of information (agenda item 5)

i) Works to the Youth & Community Centre

All internal & external works have been completed by Steven Sherwood. Additionally, he replaced the manhole cover, repaired the gutters and added a hook to hold the door open in the porch. The replacement roof is due to be started this week. The top office has been repainted.

ii) Current Planning Application

The Clerk reported that after a few weeks delay, due to extra information required including scale elevations existing & proposed to show the impact that the doors will have on the building and more detail about the metal container, this had now been registered 20/P/1717/FUL.

iii) Groups coming back to the Youth & Community Centre

North Somerset Childrens Services & the Church have confirmed they will not be starting back yet. The Scouts & Explorers have requested the use of the field, flood light and toilets. Kickboxing has been using outside but begins inside this week. Youth Club due back tomorrow. A risk assessment has been requested from those wishing to use the facilities and their public liability is kept on record.

iv) Youth & Community Centre Wildlife

Cllr Harding reported that there is a new hole which has been dug in the fenced off area. It will be monitored but does not possess a risk given its location.

35/20 To agree the cost of £400 to remove the redundant CCTV & light post at the YCC entrance in preparation for the electricity pole to be moved to this location (agenda Item 6)

Resolved: To agree the cost of £400 to remove the redundant CCTV & light post at the entrance

The resolution was correctly proposed and seconded (unanimous)

Resolved: To agree the cost of £240 to remove the ivy / brambles around the trees and clearing the fence line at the entrance to the Youth & Community Centre.

The resolution was correctly proposed and seconded (unanimous)

36/20 To ratify the cost of a scaffold and replacement of the side extension roof for a maximum of £3250 (agenda Item 7)

Resolved: To authorise the cost of a scaffold and replacement of the side extension roof for a maximum of £3250.

The resolution was correctly proposed and seconded (unanimous)

37/20 To discuss design ideas for windows (agenda Item 8)

Cllr Baird explained that the more complicated the design of the wraps the more expensive they become. Companies were struggling to provide costings without a clear steer on design. The Committee agreed that the most important aspect of the design was the Parish Council Logo but currently this was based on a photograph of the current chain of office.

Resolved: That Cllr Baird investigate turning the Parish Council logo into a digital design to enable it to be used for signs and window wraps. Cllr McCarthy to provide Cllr Baird with some views of Banwell for discussion at the next meeting.

The resolution was correctly proposed and seconded (unanimous)

38/20 To discuss and agree a way forward in relation to the awning at the back of the YCC (agenda Item 9).

The Committee discussed the amount the canopy was used and whether it was likely to be used in the future. The Clerk was unaware of it being used in the last few years. Whether it could be used to facilitate Covid-19 measures was also discussed.

Resolved: The Clerk to borrow a hand winch to enable the canopy to be assessed.

The resolution was correctly proposed and seconded (unanimous)

39/20 To note the Youth and Community Centre (YCC) and Youth Clubs Budgets (agenda item 10)

The Youth & Community Centre and Youth Club budgets were both noted.

40/20 Date of Next Meeting (agenda item 11)

21st September, 7:30pm Parish Council Meeting remotely <https://us02web.zoom.us/j/308292669>

2nd November, TBD YCC Committee remotely <https://us02web.zoom.us/j/86909958879>

The meeting closed at 20:50

Chairman.....

Date.....

Clerks Report

Works to the YCC

All internal & external works including the extension roof have been completed by Steven Sherwood. Additionally, he replaced the manhole cover, repaired the gutters and added a hook to hold the door open in the porch. The top office has been repainted and the zoom booth ready for use.

Foodbank

To date we have given out 95 full foodbank parcels, 57 free school meals supplemented parcels, 26 half term extra parcels, 27 Non-food summer holiday essentials packs and 35 holiday packs. The plan is to establish Banwell as an official foodbank unit

Dropped kerbs

As you are aware we have been working with the Co-op to provide dropped kerbs at the entrance to Knightcott Gardens, Knightcott Park and the entrance to the co-op. Whilst the money is there, due to Covid this has been delayed by North Somerset. At the end of last week the Knightcott Park kerbs went in. This was both a surprise to myself and North Somerset who had rung to complain about the contractors. It turns out that only this set of dropped kerbs was part of a safe route to the Co-op from the Taylors Fields development. We will be updated when our kerbs will be put in but meanwhile, I have updated the co-op.



SPORT & LEISURE

Specialists in Play & Sport Equipment



OPERATIONAL PLAYGROUND INSPECTION

REPORT



CLIENT: BANWELL PARISH COUNCIL

DATE: 3.7.2020 TIME: HRS 16.30

INSPECTOR WAS ACCOMPANIED BY THE CLERK AND A COUNCILLOR DURING THIS INSPECTION TO PUT SOME ITEMS OUT OF USE AND INSTALL SIGNAGE DUE TO COVID 19 MEASURES

SITE ADDRESS: RIVERSIDE PLAY AREA

RIVERSIDE .BANWELL BS29 6EH



INSPECTOR: COLIN LEWIS, TECHNICAL MANAGER

GB SPORT & LEISURE

RPII INSPECTOR # OPO536

It is the site owner/operators responsibility to ensure that reports are kept secure for 21 years from date of inspection

Unit 7, Oakwood Business Park, Weston Super Mare, BS24 9AY
sales@gb sportandleisure.co.uk
www.gbsportandleisure.co.uk

INSPECTION CRITERIA & DEFINITIONS

The inspection is of a non-dismantling nature carried out from ground level, and as such cannot make comment on any concealed parts such as hidden fixings or bearings, nor does the report comment on the condition of timbers or steel components below finished surface level. However due to training, experience and product knowledge we are able to make comment on certain items such as swing bearings, carousel bearings, swing head casting fixings and some other fixings. We will also make recommendations in certain instances where we feel an internal inspection should be carried out to check the condition of any concealed component that is felt to be suspect and requires further investigation. It is recommended that all items are checked visually on a regular basis by a suitably competent person.

RISK LEVEL METHODOLOGY & ASSESSMENT

Risk assessment methodology is based on the matrix below assessing the likelihood of a hazard against the severity of any injury that may occur. For example the likelihood of an incident at 4 with a potential injury severity of 2 would result in a medium risk level score

		SEVERITY				
		1 INSIGNIFICANT	2 MINOR	3 MODERATE	4 MAJOR	5 CATASTROPHIC
LIKELIHOOD	1 = RARE	1 LOW	2 LOW	3 LOW	4 LOW	5 LOW
	2 = UNLIKELY	2 LOW	4 LOW	6 LOW	8 MEDIUM	10 MEDIUM
	3 = MODERATE	3 LOW	6 LOW	9 MEDIUM	12 MEDIUM	15 HIGH
	4 = LIKELY	4 LOW	8 MEDIUM	12 MEDIUM	16 HIGH	20 HIGH
	5 = CERTAIN	5 LOW	10 MEDIUM	15 HIGH	20 HIGH	25 HIGH



LOW RISK

Require monitoring on a regular basis and in the event of deterioration or exceptional circumstances such as vandalism should be repaired as soon as possible



MEDIUM RISK

Require monitoring on a regular basis ideally weekly and repairs programmed in as required to reduce any further damage or likelihood of injury.



HIGH RISK

Repairs to be carried out as soon as possible or item removed from service until such time as suitable repair has been made to make item safe.

This information outlines the RPII position on inspections undertaken by the Inspectors listed on the RPII Register of Inspectors for Indoor Annual, Outdoor Annual, Outdoor Operational and Outdoor Routine. Inspections are undertaken with reference to the standards listed in this preamble only; where no date for the standard is given it the date of the standard will be that current at the time of inspection with the exception of where overlap periods are granted by the standards committee when standards are updated. The information contained in reports is provided to assist the owner/operator in fulfilling their responsibilities as detailed in the relevant standard. Other standards referenced within the listed standards do not form part of the inspection.

The following standards are relevant to all installations of equipment that are publicly accessible to users; this would include public parks, pay and play parks, schools, nurseries, public houses, holiday parks, indoor play centres, farm parks etc. All equipment used or employed in publicly accessible areas should meet with the requirements of the relevant standards (listed below);

BS EN 1176 Parts 1, 2, 3, 4, 5, 6, 10 & 11

Playground equipment intended for permanent installation outdoors & indoors.

BS EN 1176 Part 7 - 'Guidance on Installation, Inspection, Maintenance and Operation' (this document gives guidance to the owners/operators of the facility on the installation, inspection, maintenance and operation of playground equipment, including ancillary items).

Domestic play equipment falls outside of the scope of BS EN 1176 and has its own standard (BS EN 71 – Safety of Toys). Where domestic equipment can be identified this will be acknowledged in the report but any comments concerning compliance within the inspection will still refer to BS EN 1176. Other equipment that is not clearly identified as unsupervised or domestic (natural play, self-build equipment etc.) will be assessed for compliance with the relevant standard listed below:

BS EN 15312	Multi use sports equipment
BS EN 14974	Wheeled sports equipment
BS EN 16630	Outdoor fitness equipment
BS EN 16899	Parkour equipment (plus RPII/API guidance notes)

Annual and Post Installation inspections will take into consideration compliance with current standards and defects related to wear and vandalism. Items not listed in the report have not been included in the inspection. The inspection will cover the playground equipment and the active area up to 3.0 metres around, or the fence line if closer.

Operational inspections only take into consideration defects related to wear and vandalism. Routine visual inspections (if undertaken) relate only to the most obvious defects such as broken or missing parts, vandalism and issues created by severe weather conditions (the intention is to identify hazards created by storm damage).

The inspection is non-dismantling, non-destructive and does not include for any structural, toxicology or impact assessments defined in the standard; however, the inspector will undertake a manual test for stability and if equipment fails under manual load, or any other hazard is identified as an unacceptable risk, the owner/operator will be notified as soon as practicably possible.


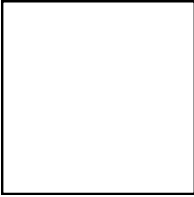

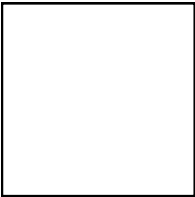
The inspector will access all standing surfaces as necessary on the equipment and assess all parts up to 2.5m above the standing surface. Where it is not possible to access parts of the equipment without employing an alternative means of access the report will record the action required by the owner/operator to ensure the continued safe use of the equipment. Ancillary equipment will be assessed using the inspector's knowledge and experience of the standards named in this document to ensure as far as is reasonably practicable the continued safe use of the items concerned. The owner/operator is responsible for the overall safety of the equipment and area. Inspectors who are trained to use ladders may use them where it is safe to do so, but if members of the public are present on-site ladders may not be used to access the equipment.


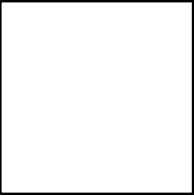

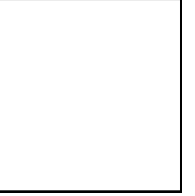
The inspector will not undertake any of the following works unless specifically agreed in writing at the time of order: Checking the depth and underlying structural integrity of any surface areas and/or carrying out any testing of impact absorbing properties of any surfaces. The identification of any corrosion, rot or other deterioration in any apparatus or equipment other than by an external inspection or the inspection of any equipment (or part thereof) that is underground. Tightening of any bolts, hinges, or other fixing devices on any apparatus or equipment. Assessing or inspecting any electrical installations contained on any site and/or apparatus and/or equipment. Assessing or inspecting any water supplies and/or water features and/or any associated computerized systems (including carrying out any programming). Where planting or trees are mentioned in the report no arboriculture or horticultural assessments of toxicity, suitability or condition are undertaken; the owner/operator should have suitable inspections provided by a competent person.


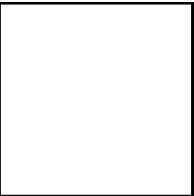
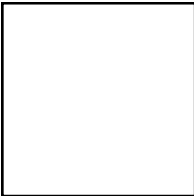
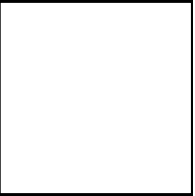
The owner/operator should have a 'design risk assessment' provided by the manufacturer/designer of the area for the equipment and location in which the facility is installed. The operator is responsible for managing risks of their provision and is required by law to carry out a 'suitable and sufficient assessment' of the risks associated with a site or activity and this inspection shall be considered as contributing to the operator's discharge of this responsibility.

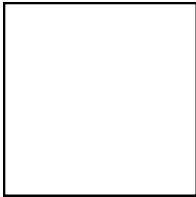
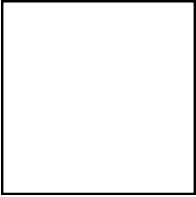
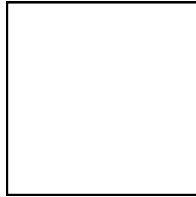
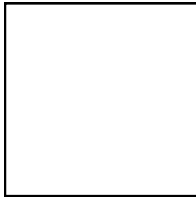
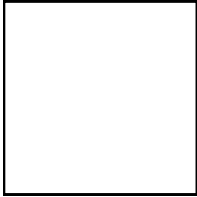
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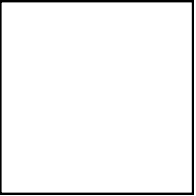


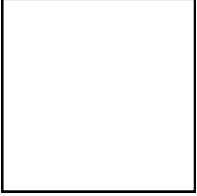
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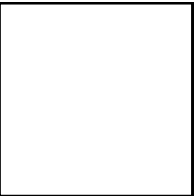
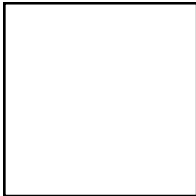
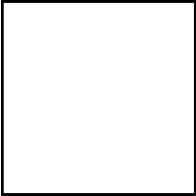
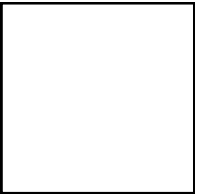
ASSET	MANUFACTURER	SAFER SURFACING	RISK ASSESSMENT
Gate self closing x 2	Unknown	N/A	Low
FINDINGS			
<ul style="list-style-type: none"> ◆ Gate from road is sticking open . ◆ Gate into play area has buffer missing and is catching on grass preventing it from closing correctly .This gate was 			
IMAGES (if appropriate)			
			
RECOMMENDATIONS : Lubricate hinges and spring regularly and adjust if required to close within 4-8 seconds . Adjust closer position on gate to play equipment to raise closer and prevent it catching on grass .			


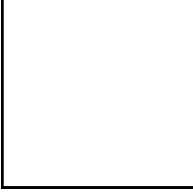

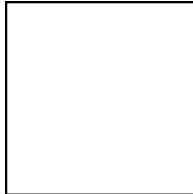

ASSET	MANUFACTURER	SAFER SURFACING	RISK ASSESSMENT
Fencing	Unknown	N/A	Low
FINDINGS			
<ul style="list-style-type: none"> ◆ Numerous posts are rotten at ground level and loose in ground. Horizontal rails are broken in places 			
IMAGES (if appropriate)			
			
RECOMMENDATIONS : Repair or replace fencing			




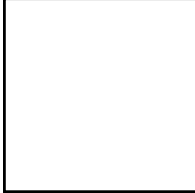

ASSET	MANUFACTURER	SAFER SURFACING	RISK ASSESSMENT
Seating	Unknown	N/A	Low
FINDINGS			
<ul style="list-style-type: none"> ◆ Trip point around bench wear pad . Weeds and grass growing on surface under the picnic table. ◆ The timber benches are decaying and unstable 			
IMAGES (if appropriate)			
			
RECOMMENDATIONS : Weed kill surface under seat and infill low areas around pad with top soil .Remove timber benches from site			

ASSET	MANUFACTURER	SAFER SURFACING	RISK ASSESSMENT		
Vehicle Gate x 2	Unknown	N/A	Low		
FINDINGS					
<ul style="list-style-type: none"> ◆ Vehicle gate into play area section not locked ◆ 					
IMAGES (if appropriate)					
					
RECOMMENDATIONS :					

ASSET	MANUFACTURER	SAFER SURFACING	RISK ASSESSMENT	
Litter Bins x2		N/A	Low	
FINDINGS				
<ul style="list-style-type: none"> ◆ Bin full 				
IMAGES (if appropriate)				
				
RECOMMENDATIONS : Empty bin				

ASSET	MANUFACTURER	SAFER SURFACING	RISK ASSESSMENT	
Entrance Style		N/A	Low	
FINDINGS				
<ul style="list-style-type: none"> ◆ Sign on stile could prevent a hazard to some users 				
IMAGES (if appropriate)				
				
RECOMMENDATIONS : Re position sign to the fence.				

ASSET	MANUFACTURER	SAFER SURFACING	RISK ASSESSMENT		
Swing	GB Sport &Leisure (supplier)	Wet Pour	Low		
FINDINGS					
<ul style="list-style-type: none"> ◆ Some corrosion appearing to frame at base of legs . ◆ Gaps are appearing around edges of surface . ◆ 1 no junior seat 1 no crdsle seats chains etc removed from frame to comply with covid guidelines 					
IMAGES (if appropriate)					
					
RECOMMENDATIONS : Rub down and repaint corroded areas of frame .					
Monitor gaps to surface edges					

ASSET	MANUFACTURER	SAFER SURFACING	RISK ASSESSMENT		
General Area			Low		
FINDINGS					
<ul style="list-style-type: none"> ◆ Tree canopy from next door building is encroaching into area and is very low in places ◆ 					
IMAGES (if appropriate)					
					
RECOMMENDATIONS : Trim back tree canopy to fence and to a height of approx. 2.2m					

Playground Equipment Inspections and Maintenance

Playground operators and managers have a legal and moral responsibility of care to persons using their site .

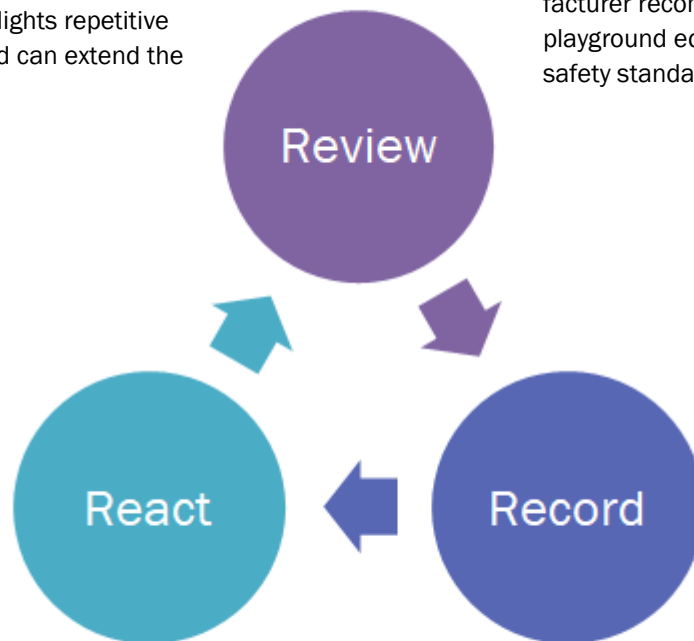
BS EN 1176 recommends that playground equipment should be inspected and maintained according to the manufacturer's recommendations at a frequency not less than that stated by the manufacturer.

- Routine Inspection: Daily – weekly
- Operational Inspection: Every 1 – 3 months
- Annual Inspection: Intervals not exceeding 12 months

Take responsibility by putting a programme in place to **act on the recommendations**.

Repairing / replacing parts and periodically maintaining equipment highlights repetitive failures, is cost effective, and can extend the life of the equipment

Review your equipment annually, quarterly, monthly or weekly by carrying out inspections in accordance with manufacturer recommendations and the playground equipment and surfacing safety standards BS EN 1176-2:2017



Recording the information is the next step in caring for the safety of those using the equipment. If you don't react you may be held liable in the event of an incident.

At GB Sport & Leisure UK Limited, we realize the need for not only inspecting play areas regularly but also the importance of maintaining a record and acting on any faults that may be found.

GB Sport & Leisure UK Limited is a RPII accredited training and examination centre.





SPORT & LEISURE

Specialists in Play & Sport Equipment

For further information on our comprehensive range of spare parts, sports and play equipment, training or maintenance services please contact our sales office on 01934 628620 or email sales@gbsportandleisure.co.uk



Unit 7, Oakwood Business Park,
Weston super Mare,
BS24 9AY
Tel: 01934 628620
sales@gbsportandleisure.co.uk
www.gbsportandleisure.co.uk





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OPERATIONAL PLAYGROUND INSPECTION

REPORT



CLIENT: BANWELL PARISH COUNCIL

DATE: 3/7/2020 TIME: 15.54 HRS

(INSPECTOR ACCOMPANIED BY CLERK AND COUNCILLOR TO PUT SOME ITEMS OUT OF ACTION AND FIT COVID 19 GUIDELINE SIGNS AT TIME OF INSPECTION)

SITE ADDRESS: RECREATION GROUND

Westfield Cres,

Banwell

INSPECTOR: COLIN LEWIS, TECHNICAL MANAGER

GB SPORT & LEISURE

RPII INSPECTOR # OPO536

It is the site owner/operators responsibility to ensure that reports are kept secure for 21 years from date of inspection.



INSPECTION CRITERIA & DEFINITIONS

The inspection is of a non-dismantling nature carried out from ground level, and as such cannot make comment on any concealed parts such as hidden fixings or bearings, nor does the report comment on the condition of timbers or steel components below finished surface level. However due to training, experience and product knowledge we are able to make comment on certain items such as swing bearings, carousel bearings, swing head casting fixings and some other fixings. We will also make recommendations in certain instances where we feel an internal inspection should be carried out to check the condition of any concealed component that is felt to be suspect and requires further investigation. It is recommended that all items are checked visually on a regular basis by a suitably competent person.

RISK LEVEL METHODOLOGY & ASSESSMENT

Risk assessment methodology is based on the matrix below assessing the likelihood of a hazard against the severity of any injury that may occur. For example the likelihood of an incident at 4 with a potential injury severity of 2 would result in a medium risk level score

		SEVERITY				
		1 INSIGNIFICANT	2 MINOR	3 MODERATE	4 MAJOR	5 CATASTROPHIC
LIKELIHOOD	1 = RARE	1 LOW	2 LOW	3 LOW	4 LOW	5 LOW
	2 = UNLIKELY	2 LOW	4 LOW	6 LOW	8 MEDIUM	10 MEDIUM
	3 = MODERATE	3 LOW	6 LOW	9 MEDIUM	12 MEDIUM	15 HIGH
	4 = LIKELY	4 LOW	8 MEDIUM	12 MEDIUM	16 HIGH	20 HIGH
	5 = CERTAIN	5 LOW	10 MEDIUM	15 HIGH	20 HIGH	25 HIGH



LOW RISK

Require monitoring on a regular basis and in the event of deterioration or exceptional circumstances such as vandalism should be repaired as soon as possible



MEDIUM RISK

Require monitoring on a regular basis ideally weekly and repairs programmed in as required to reduce any further damage or likelihood of injury.



HIGH RISK

Repairs to be carried out as soon as possible or item removed from service until such time as suitable repair has been made to make item safe.

This information outlines the RPII position on inspections undertaken by the Inspectors listed on the RPII Register of Inspectors for Indoor Annual, Outdoor Annual, Outdoor Operational and Outdoor Routine. Inspections are undertaken with reference to the standards listed in this preamble only; where no date for the standard is given it the date of the standard will be that current at the time of inspection with the exception of where overlap periods are granted by the standards committee when standards are updated. The information contained in reports is provided to assist the owner/operator in fulfilling their responsibilities as detailed in the relevant standard. Other standards referenced within the listed standards do not form part of the inspection.

The following standards are relevant to all installations of equipment that are publicly accessible to users; this would include public parks, pay and play parks, schools, nurseries, public houses, holiday parks, indoor play centres, farm parks etc. All equipment used or employed in publicly accessible areas should meet with the requirements of the relevant standards (listed below);

BS EN 1176 Parts 1, 2, 3, 4, 5, 6, 10 & 11

Playground equipment intended for permanent installation outdoors & indoors.

BS EN 1176 Part 7 - 'Guidance on Installation, Inspection, Maintenance and Operation' (this document gives guidance to the owners/operators of the facility on the installation, inspection, maintenance and operation of playground equipment, including ancillary items).

Domestic play equipment falls outside of the scope of BS EN 1176 and has its own standard (BS EN 71 – Safety of Toys). Where domestic equipment can be identified this will be acknowledged in the report but any comments concerning compliance within the inspection will still refer to BS EN 1176. Other equipment that is not clearly identified as unsupervised or domestic (natural play, self-build equipment etc.) will be assessed for compliance with the relevant standard listed below:

BS EN 15312	Multi use sports equipment
BS EN 14974	Wheeled sports equipment
BS EN 16630	Outdoor fitness equipment
BS EN 16899	Parkour equipment (plus RPII/API guidance notes)

Annual and Post Installation inspections will take into consideration compliance with current standards and defects related to wear and vandalism. Items not listed in the report have not been included in the inspection. The inspection will cover the playground equipment and the active area up to 3.0 metres around, or the fence line if closer.

Operational inspections only take into consideration defects related to wear and vandalism. Routine visual inspections (if undertaken) relate only to the most obvious defects such as broken or missing parts, vandalism and issues created by severe weather conditions (the intention is to identify hazards created by storm damage).

The inspection is non-dismantling, non-destructive and does not include for any structural, toxicology or impact assessments defined in the standard; however, the inspector will undertake a manual test for stability and if equipment fails under manual load, or any other hazard is identified as an unacceptable risk, the owner/operator will be notified as soon as practicably possible.


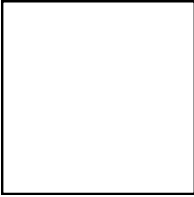


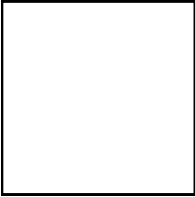
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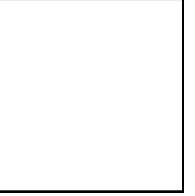
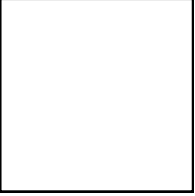
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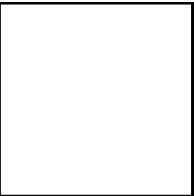
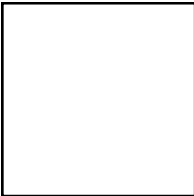
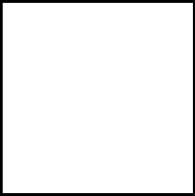
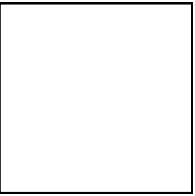
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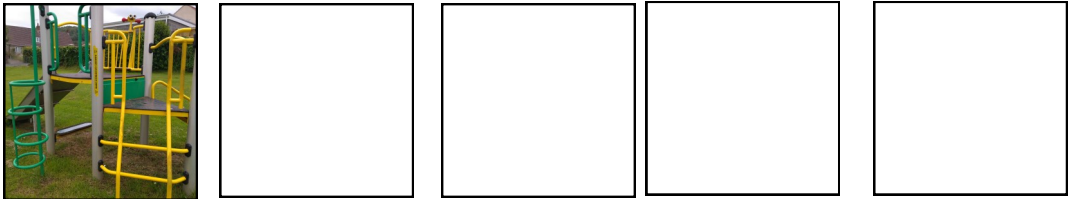
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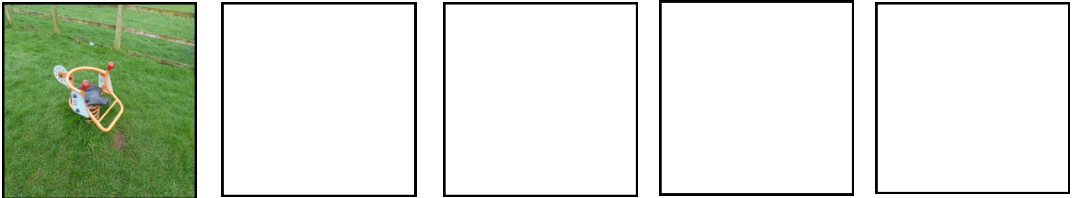
ASSET	MANUFACTURER	SAFER SURFACING	RISK ASSESSMENT		
Fencing . Timber and Steel	Unknown	N/A	Low		
FINDINGS					
<ul style="list-style-type: none"> ◆ The timber chain link fencing to toddler area is damaged in places 					
IMAGES (if appropriate)					
RECOMMENDATIONS : Repair or replace damaged timber fencing					






ASSET	MANUFACTURER	SAFER SURFACING	RISK ASSESSMENT		
Entrance gates x 3	Steelway		Low		
FINDINGS					
<ul style="list-style-type: none"> ◆ No dogs sign on road gate could cause a potential finger trap. ◆ Gates sticking and not closing correctly .(likely to be due to lack of use during the covid lockdown) 					
IMAGES (if appropriate)					
library					
RECOMMENDATIONS : Relocate sign to adjoining fence. Ensure springs are kept lubricated at regular intervals to prolong life of spring and correct operation of gate .					


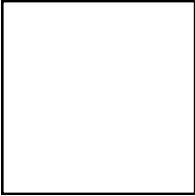
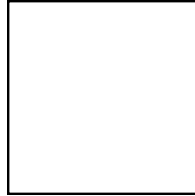
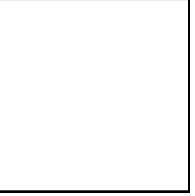
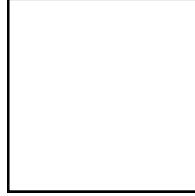
ASSET	MANUFACTURER	SAFER SURFACING	RISK ASSESSMENT		
Litter Bins x 2			Low		
FINDINGS					
<ul style="list-style-type: none"> ◆ Hinges to litter bin badly corroded 					
IMAGES (if appropriate)					
Library					
RECOMMENDATIONS : Rub down and repaint bin .					

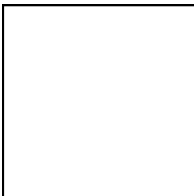
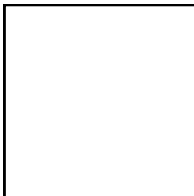
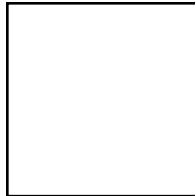

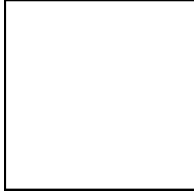
ASSET	MANUFACTURER	SAFER SURFACING	RISK ASSESSMENT
Seating			Low
FINDINGS			
<ul style="list-style-type: none"> ◆ Support on bench inside toddler area corroding at ground level . ◆ Excess bolt threads and trip hazards around benches outside of toddler area 			
IMAGES (if appropriate)			
			
RECOMMENDATIONS : Rub down and repaint legs to bench , Cover excess threads to seats or trim back bolt thread . Infill low spots with top soil to remove potential trip hazards			


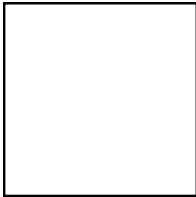
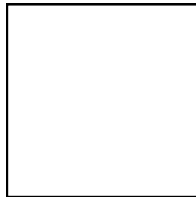
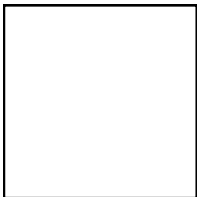
ASSET	MANUFACTURER	SAFER SURFACING	RISK ASSESSMENT
Toddler Slide Climber	Sutcliffe	Grass Matting	Low
FINDINGS			
<ul style="list-style-type: none"> ◆ Mats have sunk reducing impact absorbency . And leaving a low spot at slide run-out that is puddling water ◆ Platform deck warped. 			
IMAGES (if appropriate)			
			
RECOMMENDATIONS : Level area at base of slide and install a new grass mat .			


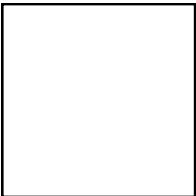
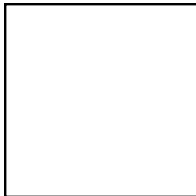
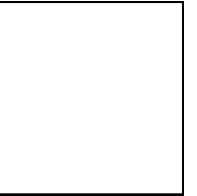
ASSET	MANUFACTURER	SAFER SURFACING	RISK ASSESSMENT
Spring Rocker	Sutcliffe	Grass matting	Low
FINDINGS			
<ul style="list-style-type: none"> ◆ Handgrips damaged ◆ Mats have sunk into surface reducing impact absorbency 			
IMAGES (if appropriate)			
			
RECOMMENDATIONS : Monitor wear to hand grip and replace as required.			

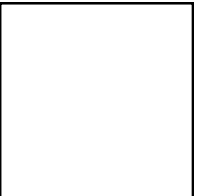
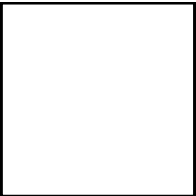
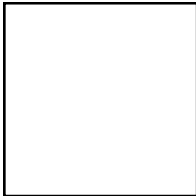
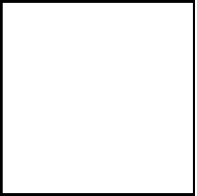
ASSET	MANUFACTURER	SAFER SURFACING	RISK ASSESSMENT		
2 Cradle Swing	Sutcliffe	Grass Matting	Low		
FINDINGS					
<ul style="list-style-type: none"> ◆ Grass mats have sunk into surface reducing impact absorbency ◆ 1 no seat and chain removed to allow for social distancing measures 					
IMAGES (if appropriate)					
					
RECOMMENDATIONS : Monitor use of this item and consider installation of extra mats or alternative surface.					

ASSET	MANUFACTURER	SAFER SURFACING	RISK ASSESSMENT		
Bumble Bee Spring Seesaw	Fahr		Low		
FINDINGS					
<ul style="list-style-type: none"> ◆ 					
IMAGES (if appropriate)					
					
RECOMMENDATIONS :					


ASSET	MANUFACTURER	SAFER SURFACING	RISK ASSESSMENT		
4 seat swing	Sutcliffe	Wet Pour	Low		
FINDINGS					
<ul style="list-style-type: none"> ◆ The surface is shrinking and starting to lift in places . ◆ 2 no seats removed to allow for covid 19 social distancing measures 					
IMAGES (if appropriate)					
					
RECOMMENDATIONS : Monitor shrinkage to surface and damage to flat seats					


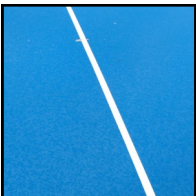
ASSET	MANUFACTURER	SAFER SURFACING	RISK ASSESSMENT
2 no Football Goals			Low
FINDINGS			
<ul style="list-style-type: none"> ◆ Nets not secure and frames are corroding badly ◆ Soil erosion to front of goals 			
IMAGES (if appropriate)			
			
RECOMMENDATIONS : Secure nets and rub down and repaint frames.			



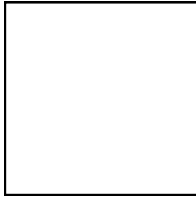
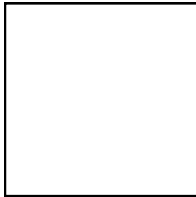

ASSET	MANUFACTURER	SAFER SURFACING	RISK ASSESSMENT
Junior Climber	Sutcliffe	Wet Pour	Low
FINDINGS			
<ul style="list-style-type: none"> ◆ Rubber sleeve splitting and some rubber bolt cover caps are worn . ◆ Money bar handle bearing seized ◆ 1 no rope fixing is corroding 			
IMAGES (if appropriate)			
			
RECOMMENDATIONS : Monitor wear to items and replace as required.			

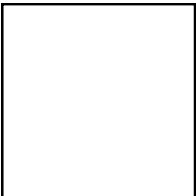
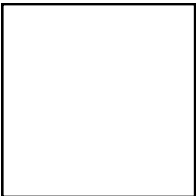
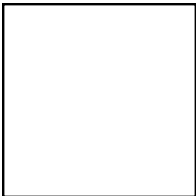
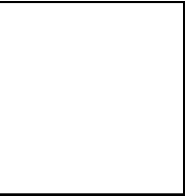
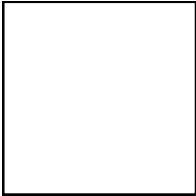
ASSET	MANUFACTURER	SAFER SURFACING	RISK ASSESSMENT
Muga	Sutcliffe Play		Low
FINDINGS			
<ul style="list-style-type: none"> ◆ Satisfactory . 			
IMAGES (if appropriate)			
			
RECOMMENDATIONS :			


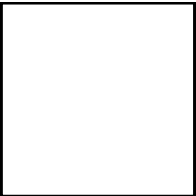
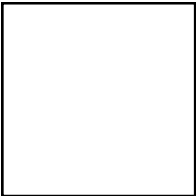
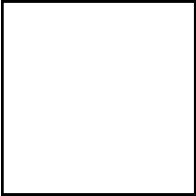
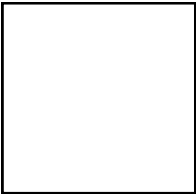
ASSET	MANUFACTURER	SAFER SURFACING	RISK ASSESSMENT	Low
Basket Swing	Sutcliffe	Grass Matting		
FINDINGS				
<ul style="list-style-type: none"> ◆ Safer surface has sunk into grass reducing impact absorbency. ◆ Seat and chain removed due to covid measures ◆ Swing crossbar joints worn and require replacing 				
IMAGES (if appropriate)				
<div style="display: flex; justify-content: space-around;"> <div style="border: 1px solid black; width: 100px; height: 100px;"></div> <div style="border: 1px solid black; width: 100px; height: 100px;"></div> <div style="border: 1px solid black; width: 100px; height: 100px;"></div> <div style="border: 1px solid black; width: 100px; height: 100px;"></div> <div style="border: 1px solid black; width: 100px; height: 100px;"></div> </div>				
RECOMMENDATIONS : Monitor use of area and install a new layer of mats or alternative type of surface.				
Fit new hangers when reinstalling seat				
At time of inspection the ground was very soft but when it dries out it can become very hard and existing surface will offer less absorbency on hard ground.				

ASSET	MANUFACTURER	SAFER SURFACING	RISK ASSESSMENT	Low
Rope Pyramid Climber	Beckmann	Wet Pour		
FINDINGS				
<ul style="list-style-type: none"> ◆ Satisfactory . 				
IMAGES (if appropriate)				
<div style="display: flex; justify-content: space-around;"> <div style="border: 1px solid black; width: 100px; height: 100px;">  </div> <div style="border: 1px solid black; width: 100px; height: 100px;"></div> <div style="border: 1px solid black; width: 100px; height: 100px;"></div> <div style="border: 1px solid black; width: 100px; height: 100px;"></div> <div style="border: 1px solid black; width: 100px; height: 100px;"></div> </div>				
RECOMMENDATIONS : Monitor				

ASSET	MANUFACTURER	SAFER SURFACING	RISK ASSESSMENT	Low
Table Tennis Table	Supplied by GB Sport&Leisure			
FINDINGS				
<ul style="list-style-type: none"> ◆ Some soil erosion around concrete base plinth . ◆ Top of table vandalised 				
IMAGES (if appropriate)				
<div style="display: flex; justify-content: space-around;"> <div style="border: 1px solid black; width: 100px; height: 100px;">  </div> <div style="border: 1px solid black; width: 100px; height: 100px;">  </div> <div style="border: 1px solid black; width: 100px; height: 100px;"></div> <div style="border: 1px solid black; width: 100px; height: 100px;"></div> <div style="border: 1px solid black; width: 100px; height: 100px;"></div> </div>				
RECOMMENDATIONS : Reinstate soil to edge				

ASSET	MANUFACTURER	SAFER SURFACING	RISK ASSESSMENT		
Aerial Cableway	Huck		Low		
FINDINGS					
♦ At time of inspection the seat and chain had not been fitted due to covid 19					
IMAGES (if appropriate)					
					
RECOMMENDATIONS : Refit seat and chain tension cable and commission runway when covid guidelines allow					

ASSET	MANUFACTURER	SAFER SURFACING	RISK ASSESSMENT		
FINDINGS					
♦					
IMAGES (if appropriate)					
					
RECOMMENDATIONS :					

ASSET	MANUFACTURER	SAFER SURFACING	RISK ASSESSMENT		
			Low		
FINDINGS					
♦					
IMAGES (if appropriate)					
					
RECOMMENDATIONS :					

Playground Equipment Inspections and Maintenance

Playground operators and managers have a legal and moral responsibility of care to persons using their site .

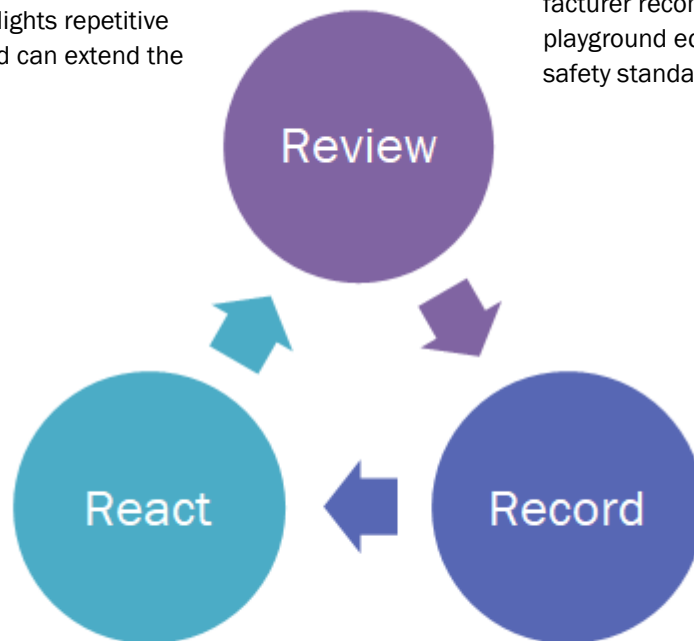
BS EN 1176 recommends that playground equipment should be inspected and maintained according to the manufacturer's recommendations at a frequency not less than that stated by the manufacturer.

- Routine Inspection: Daily – weekly
- Operational Inspection: Every 1 – 3 months
- Annual Inspection: Intervals not exceeding 12 months

Take responsibility by putting a programme in place to **act on the recommendations**.

Repairing / replacing parts and periodically maintaining equipment highlights repetitive failures, is cost effective, and can extend the life of the equipment

Review your equipment annually, quarterly, monthly or weekly by carrying out inspections in accordance with manufacturer recommendations and the playground equipment and surfacing safety standards BS EN 1176-2:2017



Recording the information is the next step in caring for the safety of those using the equipment. If you don't react you may be held liable in the event of an incident.

At GB Sport & Leisure UK Limited, we realize the need for not only inspecting play areas regularly but also the importance of maintaining a record and acting on any faults that may be found.

GB Sport & Leisure UK Limited is a RPII accredited training and examination centre.





SPORT & LEISURE

Specialists in Play & Sport Equipment

For further information on our comprehensive range of spare parts, sports and play equipment, training or maintenance services please contact our sales office on 01934 628620 or email sales@gbsportandleisure.co.uk



Unit 7, Oakwood Business Park,
Weston super Mare,
BS24 9AY
Tel: 01934 628620
sales@gbsportandleisure.co.uk
www.gbsportandleisure.co.uk



Quoted repairs

Rec		Price (exc VAT)
new cradle seat to replace the damaged pod seat on the toddler swing	2	£130
new hangers for the basket swing with new safety chains	2	£166
new hand grips for the spring rocker	2	£39.84
New bearing and housing for the monkey bar on the junior climber	1	£38.96
Riverside		
new cradle seat	1	£65
New flat swing	2	£60
Fitting		£300
Delivery		£20
	Total	£819.80

Banwell Youth Council / Forum / Focus Group Proposal

Introduction

As a Parish council we make all kinds of decisions on issues that affect the local community. From planning matters to crime prevention, managing open spaces and campaigning for and delivering better services and facilities.

Our role as councillors is to represent the interests of the whole community. Understanding the needs of different groups in the community, such as young and the more mature people is an important part of our role.

We have the responsibility to be well informed, especially about diverse local views. We can not assume that we represent the interests of all our community without consulting them.

Aim

The Youth Council/forum/focus group to be the link between the young people of Banwell and the Parish Council/community as well as other appropriate organisations, to help shape the needs of Banwell village.

Youth Council

What is a Youth Council?

A youth council is a formal group or board of young people that provides representation and the views of young people, both in relation to matters of concern and to council initiatives, whilst also raising the awareness of young people and increase their participation in democratic, decision making processes.

Structure of Youth Council

- Facilitated by Councillor or Clerk
- It needs 3 elected members to run. Chair – Vice Chair – Secretary
- Young people are elected by young people
- It runs the same as any other Council Meeting.
- It is lead by the young people.
- Age range 11-18yrs (In town Councils this can be up to 25yrs)

Resources

- Time require by Councillor/Clerk 1 day a month (May be longer while setting up)
- Marketing for candidates
- Budget for marketing, refreshments and the carrot? - £200 - £300

Youth Forum

What is a Youth Forum?

Youth Forums are regular sessions that give young people the chance to express their ideas, opinions and views. They can meet and discuss their needs with decision makers such as youth workers, parish councils and staff of other organisations.

Structure of Youth Forum

- Facilitated by adult to start
- Lead by the young people
- Age and numbers of attendees not restricted
- Meet on agreed regular bases – Less formal

Resources

- Time require by Councillor/Clerk 1 day a month
- Marketing
- Budget for marketing, refreshments and the carrot £100 - £200

Youth Focus Group

Youth Focus Group

Focus Groups allow you to get more complicated and diverse response than survey's, which do not permit as much participant interaction. By involving a youth focus group, they can be our mouthpiece for what the youth are doing, whilst also helping us see the blind spots. Their voice matters precisely because they are young. Lots of policies and services affect them already, and if they do not yet they soon will.

Structure of Youth Focus Group

- Meet as and when required
- Lead by Councillors/Clerk
- Age and numbers of attendees not restricted

Resources

- Use young groups already set up, i.e. Youth Club/Scots/Schools?
- Marketing
- Budget £100 - £200

Agenda Item 11 - Memorial Tree and Stone

The Kathleen Jones Trust have asked whether they would be able to plant a Memorial Tree with a Memorial Stone on Riverside Green commemorating the 75th Anniversary of VE Day and VG day. The Memorial Stone would be like the one they provided in the Churchyard and would have an inscription like the following.

This tree was planted to mark both the 75th Anniversary of VE Day (08.05.1945) and VJ Day (19.08.1945) in the year of the Coronavirus Pandemic, 2020.

Agenda Item 12 - Change of Name

A proposal has been received to change the name of Banwell Parish Council to Banwell Community Council.

The process of which involves the following;

- Consultation with residents (leaflet to every household yes / no – I believe over 50% have to agree but I haven't found this written down yet, only from another Clerk). Cost implication
- Parish Council Resolution
- Approval by North Somerset
- Approval by the Secretary of State

Agenda Item 13 - Christmas Window display

Given a lot of events are being / have been cancelled then an email popped into my inbox about a Covid friendly community festival, called Window Wanderland. The idea is an illuminated window trail.

This will need a lead. I sent the email to the Church, but I am not sure if they have decided to pursue it. However, they might be prepared to support.

A company offering support is www.windowwanderland.com. However, they charge the following.

Stage 1 £50 register

Stage 2

- £150 basic (established events small community e.g. an individual road)
- £350 standard (community).

Please view their website before the meeting.



TRANSFORM EVERYDAY STREETS INTO MAGICAL OUTDOOR GALLERIES

COVID-SAFE

Wanderland displays are self contained in people's homes so no fear of cancellation.

WHO WE ARE?

Window Wanderland is an award winning CIC which provides toolkits for communities to create illuminated outdoor festivals.



WHAT WE DO?

We help bring communities together and light up the streets. We've helped communities around the world put on Wanderlands.



PRESS

We've been featured on The One Show, BBC News, The Guardian and Sunday Times.

In 2018/19 there were

- 86 Window Wanderlands
- 8,632 makers
- 82,221 participants

Find out more • admin@windowwanderland.com • www.windowwanderland.com



Window Wanderland

A Covid-safe way to celebrate communities

If you are looking for a community friendly festival, which does not run the risk of being cancelled, then our award-winning Window Wanderland is perfect for now. We help neighborhoods come together in a COVID-safe way, to celebrate creativity with window-based art displays.

A Wanderland helps people reconnect after COVID-19 in a positive and creative way, reducing loneliness and, even if there is another local Lockdown, the event can go ahead safely.

"It was a great process from start to finish. The toolkit was good value and easy to use, and it was great to have our own projects happening alongside the wider Window Wanderland community. We would definitely recommend it as a great way to bring communities together to create and enjoy art."

Donna Makins, Economy and Culture (Arts and Heritage) Officer, Basingstoke and Deane Borough Council

Our Wanderlands have been featured on The One Show, the BBC, the Times, Sky Arts and The Guardian, and we've helped councils and organisations across the UK run events with our specially designed Toolkits.

Find out more

admin@windowwanderland.com

www.windowwanderland.com

Bills for Payment - 19th July to the 14th August 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	ICS Scaffolding	YCC Scaffold	£650	£130	£780			
BACS	Steven Sherwood	Works to YCC	£5,468		£5,468		YCC 26/20	
BACS	WPD	Movement of pole	£4,863.04	£972.61	£5,835.65		154/20	
BACS	Rocket Media	Playground signs	£72.00	£14.40	£86.40		H & S	
DD	Mainstream	Phone and Broadband (DD 14.09.20)	£3.34	£0.66	£4.00		093/20	
DD	E-ON	Streetlight Power (DD 16.09.20)	£155.43	£7.77	£163.20		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	FOS UK	Dog Bin emptying	£339.00		£339.00		177/19	
BACS	Insight Cleaning	YCC Cleaning	£192.00		£192.00		39/19	
BACS	Weston Rail Services	Remove CCTV Camera & post	£400.00	£80.00	£480.00		YCC 35/20	
BACS	SLCC	Clerk & Councillor Training	£135.00	£27.00	£162.00		136/20 (iii) 157/20 (iv & v)	
BACS	ALCA	Clerk & Councillor Training	£190.00		£190.00		136/20 (i & ii) 157/20	
BACS	Steven Sherwood	Works to YCC extension roof	£2,650.00		£2,650.00		YCC 36/20	
BACS	ICS Scaffolding	Extension scaffold	£240.00	£48.00	£288.00		YCC 36/20	
BACS	Ward Tree Surgeons	Removal of dead Elm	£120.00	£24.00	£144.00		H & S	
BACS	E. Shayler	Overtime & Expenses (zoom, paint, lock, stamps, safety sockets)	£105.89	£6.28	£112.17		YCC 25/20	
BACS	E. Shayler	5 x Cllr Computers & zoom booth (Argos)	£958.30	£191.65	£1,149.95		Part YCC 24/20	
BACS	E. Shayler	2 x Youth Club Computers (Amazon)	£1,083.32	£216.66	£1,299.98		YCC 33/20	
SO	E. Shayler	Clerk's Salary (SO 26.09.20)	£1,604.57		£1,604.57		093/20	
DD	Nest	Pension contributions (DD 26.08.20)	£162.54		£162.54		093/20	
DD	Unity Trust	Bank Charges	£27.00		£27.00			
BACS	HMRC	PAYE and NI for Sept (12.09.20)	£658.82		£658.82		093/20	
		Totals	£20,916.75	£1,719.03	£22,635.78			
To note	E-ON	YCC power in credit	£73.61					

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	812.50	1,137.50
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	120.00	-120.00
		£0.00	0.00	£0.00	7,450.00	£932.50	6,517.50

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	2,040.00	0.00	0.00	89,722.00
		£90,682.00	3,000.00	£2,040.00	0.00	£0.00	89,722.00

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	11,381.72	14,618.28
202	Clerk pension	0.00	0.00	0.00	302.00	780.95	-478.95
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	2,471.52	-348.52
205	Subscriptions inc ALCA & SLCC	0.00	0.00	0.00	900.00	598.00	302.00
206	Audit Fee	0.00	0.00	0.00	1,000.00	475.00	525.00
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	120.00	680.00
209	Training Councillor	0.00	0.00	0.00	600.00	0.00	600.00
210	Grants & Donations	0.00	0.00	10,000.00	7,000.00	4,346.00	12,654.00
211	Chairmans Allowance	0.00	0.00	0.00	250.00	0.00	250.00
212	Covid-19	0.00	0.00	986.60	0.00	2,372.97	-1,386.37
213	Bank Charges	0.00	0.00	0.00	100.00	29.70	70.30
		£0.00	0.00	£10,986.60	39,875.00	£22,575.86	28,285.74

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	709.35	140.65
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	435.81	4,710.00	1,962.50	2,747.50
305	Dog Bins	0.00	0.00	0.00	4,080.00	1,695.00	2,385.00
306	Env Maintenance / Inspect Riversi	0.00	0.00	0.00	2,500.00	760.50	1,739.50
307	Env Projects	0.00	0.00	0.00	3,000.00	230.00	2,770.00
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	£9,233.21	19,087.88	£7,005.23	8,232.17

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	814.84	985.16
402	Street light maintenance	0.00	0.00	0.00	3,500.00	1,750.00	1,750.00
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	797.39	702.61
		£0.00	0.00	£0.00	14,700.00	£3,362.23	11,337.77

Income		Bal. B/Fwd.	Receipts		Payments		Current Balance
Code	Title		Budget	Actual	Budget	Actual	Budget
501	Misc Income	0.00	0.00	152.50	200.00	0.00	352.50
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 £47,106.50 200.00 £0.00 -49,200.50

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	708.75	991.25
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	67.00	333.00
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	£12,878.00	-8,128.00

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	17,245.60	754.40
702	YCC repairs & maintenance	0.00	0.00	0.00	3,000.00	481.00	2,519.00
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	409.83	590.17
705	YCC Gas	0.00	0.00	0.00	1,500.00	409.36	1,090.64
706	YCC water	0.00	0.00	0.00	650.00	39.54	610.46
707	YCC waste	0.00	0.00	0.00	650.00	264.08	385.92
708	YCC cleaning & supplies	0.00	0.00	0.00	2,500.00	1,154.78	1,345.22
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	306.96	293.04
711	YCC Grass cutting	0.00	0.00	0.00	850.00	354.40	495.60
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	1,244.00	1,300.00	0.00	2,544.00
		£0.00	1,300.00	£1,244.00	35,330.00	£20,665.55	14,608.45

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	480.00	9,520.00
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	£480.00	16,620.00

NET TOTAL

£97,083.00 114,691.69 £70,610.31 132,892.88 £67,899.37 117,995.13

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 31/08/2020		
	Cash in Hand 01/04/2020		186,593.72
	ADD Receipts 01/04/2020 - 31/08/2020		80,244.87
			266,838.59
	SUBTRACT Payments 01/04/2020 - 31/08/2020		73,354.19
A	Cash in Hand 31/08/2020 (per Cash Book)		193,484.40
	Cash in hand per Bank Statements		
	Cash	31/08/2020	0.00
	Unity Trust Bank (20398572)	31/08/2020	41,164.88
	PC Reserve Saver account (81413	31/08/2020	44,598.99
	Cemetery Reserve Account (59678	31/08/2020	92,874.17
	Natwest Current account (5335765	31/08/2020	14,846.36
			193,484.40
	Less unrepresented payments		0.00
			193,484.40
	Plus unrepresented receipts		0.00
B	Adjusted Bank Balance		193,484.40
	A = B Checks out OK		