



MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD REMOTELY AT 7:30pm ON MONDAY 15th JUNE 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: 3

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 15/05/2020 to 14/06/2020.

Calls from Parish = 42 with the following selection of crimes reported: 2 abandoned 999 call, 3 antisocial behavior, 2 concern for welfare, 1 criminal damage, 4 Covid-19 Breach, 6 suspicious activity, 1 theft and 11 traffic related.

Members of the public were thanked for doing their bit to help reduce the number of Covid cases by following government guidelines. It is appreciated that most residents are abiding these rules but people are asked to continue to follow guidance and remain vigilant.

Police service's continue to run as normal although beat surgeries and events are postponed until further notice to allow social distancing. To keep the village safe people are encouraged to call 101 to report any suspicious behaviour. 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

114/20 To receive apologies for absence (agenda item 1)

Apologies were received from Cllr Bennett

115/20 To receive members' declarations of interest on any agenda item (agenda item 2)

No declarations of interest were received.

116/20 To approve as a correct record, the minutes of the Parish Council Meeting on the 18th May 2020 (agenda item 3)

Resolved – That the minutes of the Parish Council Meeting held on the 18th May 2020 be approved as a correct record of the meeting with the following amendment: the correction of Chairman / Vice Chairman.

The resolution was correctly proposed and seconded (unanimous)

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

117/20 To note the minutes of the Planning Committee minutes from the 1st June 2020 (agenda item 4)

The minutes of the Planning Committee Meeting on the 1st of June 2020 were noted.

118/20 To receive a short presentation from Gillian Burnell and Mike Painter with an update on the National Grid works (agenda item 5)

Gillian Burnell and Mike Painter from National Grid gave a presentation updating the Parish Council on the National Grid Works. This included the following; traffic management, working safely during lockdown, the new Sandford substation outline programme, realignment of the Strawberry Line, installing underground cables, installing T-Pylons, removing overhead lines and that their public awareness programme was still postponed. Magnetic signs on lorries.

119/20 To receive the Clerk's report/Exchange of information (agenda item 6)

(i) 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.

(ii) 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.

(iii) Food bank donations

We have continued to receive food and money donations from Councillors & Members of the public. This has helped to provide over 72 complete food parcels for both individuals and families and a top up to 47 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.

(iv) 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. A Scarecrow trail, Places of Interest Hunt, Potato Person competition, Beach Scene competition, Gardening competition and a Dress Up competition.

(v) Vehicle Activated Sign (VAS)

Cllr Harding was able to buy two replacement VAS batteries as the second one stopped working.

120/20 To approve the Safeguarding Policy (agenda item 7)

Resolved: To approve the Safeguarding Policy

The resolution was correctly proposed and seconded (unanimous)

121/20 To approve the following items of expenditure (agenda item 8)

(i) £95 for renewal of Institute of Cemetery & Crematorium Management membership

Resolved: To agree the annual payment of £95 for membership renewal for the Institute of Cemetery & Crematorium Management (ICCM)

The resolution was correctly proposed and seconded (unanimous)

(ii) £36 for renewal of CPRE (Campaign to Protect Rural England) membership

Resolved: To agree the annual payment of £36 for membership renewal of CPRE (Campaign to Protect Rural England).

The resolution was correctly proposed and seconded (unanimous)

122/20 To discuss the £300 grant application from the Marie Curie Emergency Appeal (agenda item 9)

Resolved: To approve a payment of £300 for the Marie Curie Emergency Appeal.

The resolution was correctly proposed and seconded (unanimous)

The Clerk was asked to write to Marie Curie making it clear this was a one-off donation due to the current Covid-19 situation.

123/20 To discuss the reopening of the Recreation Ground (agenda item 10)

This was discussed in detail. The current government regulations are that playgrounds remain closed until at least July. It was recognised that the next Parish Council meeting would not be until the middle of July when Government Regulations for Playgrounds may have changed. Therefore, in preparation for reopening, measures for social distancing were discussed.

Resolved: Once it is clear that playgrounds can be reopened GB Sport be asked to remove the nest swing and every other swing to help maximise social distancing measures. Signs to be sourced to inform the public.

The resolution was correctly proposed and seconded (unanimous)

124/20 To discuss the use of the outside car parking area at the Youth & Community Centre (agenda item 11)

The Chairman suspended standing orders to allow Brian Peat, the Project Manager from Scout Hut rebuild project, to speak.

The Council were updated on works to the Scout Hut. The building was now up, and the inside has almost been completed. They were waiting for the windows and the outside render to be completed. The Scouts are keen to work with the Parish Council on the outside area.

The meeting was reconvened

(i) The two ditches on site

The two ditches were discussed it was felt that given that they are probably used as retention ditches in the event of flooding that they needed to be cleared and the one adjacent to the Scout Hut fenced.

Resolved: The Clerk to check regulations in relation to getting the ditch adjacent to the Scout hut cleared and then have it cleared as soon as practical. Quotes for fencing to be sort for the next Youth & Community Centre Committee Meeting.

The resolution was correctly proposed and seconded (unanimous)

(ii) Clearing of the site

The clearing of the site was discussed it was felt that it was a priority to be able to see the space currently available.

Resolved: To clear the area on the left-hand side of the entrance to the Youth & Community Centre as a matter of priority.

The resolution was correctly proposed and seconded (unanimous)

(iii) **Disabled carparking spaces**

The two disabled carparking spaces and their potential locations were discussed. The Clerk and the Project Manager of the Scout Hut rebuild to discuss a plan to submit to the Youth & Community Centre Committee.

(iv) **Outside Storage**

Types of storage were discussed. It was felt that a metal shipping container and could be decorated by a local artist

Resolved: Cllr Harding to find quotes for a 10ft metal shipping container and the Clerk to investigate the cost of groundworks.

The resolution was correctly proposed and seconded (unanimous)

(v) **Any additional suggested works**

An electric car charging point and solar powered carpark lighting were discussed. The Clerk to investigate the price and sourcing of these. The resurfacing of the carpark was also discussed but it was felt important to clear the site first to look at where car parking spaces could be created.

125/20 To authorise bills for payment (agenda item 12)

Resolved: To authorise May's Bills for Payment of £11136.14. Cllr Harding and Cllr Baird to authorise the BACs payments.

The resolution was correctly proposed and seconded (unanimous)

126/20 To note the Parish Council's end of May's, bank balances and bank reconciliation (agenda item 13)

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

127/20 Dates of the next meetings – (agenda item 14)

- 6th July 7pm Planning Committee remotely <https://us04web.zoom.us/j/279564797>
- 6th July 7:30pm Youth & Community Centre Committee remotely <https://us02web.zoom.us/j/86909958879>
- 20th July 2020 – 7:30pm Parish Council Meeting remotely <https://us02web.zoom.us/j/308292669>

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 Wolvershill & Knightcott	£60.00		£60.00			
BACS	J K Gardening	Additional grass cutting High St & Wolvershill 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 6th JULY 2020

PRESENT: Councillors Paul Blatchford, Paul Harding, Nick Manley (Chairman), Dawn Parry (Vice Chairman) & John Wormald.

IN ATTENDANCE: Mrs Liz Shayler (Clerk), Cllr Adams, Cllr McCarthy and 1 member of the public.

The meeting was convened

40/20 To receive apologies for absence (agenda item 1)

No apologies were received

41/20 To receive declarations of interest (agenda Item 2)

No committee member declared an interest

42/20 To approve as a correct record the minutes of the Planning Committee Meeting held on the 1st June 2020 (agenda item 5).

Resolved – That the minutes of the Planning Committee Meeting held on the 1st June 2020 be approved as a correct record of the meeting.

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

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

43/20 To note and comment upon planning applications (agenda item 6)

(i) 20/P/1114/FUL Land at Silvermoor Lane Banwell.

Disassemble existing steel portal frame open storage agricultural building and re-erect in a new position approximately 60m from the existing location. Inclusion of permeable stoned vehicular access track and restore site of existing to grass.

Concerns were raised about the redundant barn becoming a residential property. However, the Committee were reminded that they could only consider the application in front of them which was the disassembling of an existing barn and re-erection in a new position.

Resolved – To note this planning application.

The resolution was correctly proposed and seconded (unanimous)

(ii) 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.

Resolved – To support this planning application.

The resolution was correctly proposed and seconded (unanimous)

(iii) 20/P/1224/LDE The Moor Dairy, Moor Road, Banwell BS29 6ET.

Certificate of lawful development for the erection of a single storey extension to the sides and rear of an existing dwellinghouse, the use of an existing outbuilding within the curtilage of the

dwellinghouse as an annex and operations comprising of the repair and maintenance of an existing area of hardstanding.

This application was noted.

(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)

Resolved – To continue to not support this planning application due to raising of the roofline above the original line of the property.

The resolution was correctly proposed and seconded (unanimous)

(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. (Submission of reserved matters of access, appearance, landscaping, layout and scale for the erection of 136no. dwellings pursuant to outline planning permission 12/P/1266/OT2) 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.

Resolved – To note this application

The resolution was correctly proposed and seconded (unanimous)

(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. (Submission of reserved matters of access, appearance, landscaping, layout and scale for the erection of 88no. dwellings with associated works pursuant to outline planning permission 16/P/2744/OT2 (outline planning application with Environmental Statement with all matters reserved for subsequent approval for a residential development of up to 250 dwellings and associated infrastructure) 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.

Resolved – To note this application

The resolution was correctly proposed and seconded (unanimous)

(vii) **20/P/1304/FUH Bethal Cottage, Hillend, Weston-super-Mare BS24 8PQ**

Demolition of existing conservatory and timber frame ground floor extension. Proposed erection of single storey rear extension and first floor side extension

Resolved – To object to this planning application as it is out of scale and against the character of the original building and therefore felt to be out of keeping in the Area of Outstanding Natural Beauty (AONB).

The resolution was correctly proposed and seconded (unanimous)

The Clerk was asked to contact the AONB officer to highlight this application.

(viii) **20/P/1396/TRCA 27 Church Street, Banwell BS29 6EA**

T1 - Sycamore - Remove 4 lowest limbs overhanging the property. T2 - Sycamore - Remove 2-3 lowest limbs overhanging the property

Resolved – To note this application.

The resolution was correctly proposed and seconded (unanimous)

44/20 To note planning decisions – (agenda item 7)

- (i) **20/P/0569/FUH - 30 Church Street, Banwell. BS29 6EA.**
Application for the erection of a first-floor rear dormer with replacement windows. **APPROVED**
- (ii) **20/P/0767/FUL 1, Littlefields Avenue, Banwell. BS29 6BE.**
Demolition of existing side extension and erection of a single storey rear extension to dwelling.
Erection of 1no. new detached dwelling adjacent to existing dwelling. **APPROVED**
- (iii) **20/P/0823/FUL Land Court Farm, Puxton Road, Hewish, Weston-super-Mare. BS24 6UE.**
New agricultural building which will be primarily used for the purpose of housing/feeding livestock (juvenile cattle). **APPROVED**
- (iv) **20/P/1029/TRCA 31 West Street Banwell BS29 6DB.**
T1 -Robinia – Fell. **NO OBJECTION**
- (v) **18/P/3334/OUT Land to South of William Daw Close, Banwell**
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. **APPROVED**

45/20 Date of the next meeting (agenda item 8)

20th July 2020, 7:30pm Parish Council Meeting remotely <https://us02web.zoom.us/j/308292669>

3rd August 2020, 7pm Planning Meeting remotely <https://us04web.zoom.us/j/279564797>

The Chairman closed the meeting at 19:30

.....Chairman

.....Date



Banwell Parish Council

MINUTES OF A MEETING OF THE YOUTH AND COMMUNITY CENTRE (YCC) COMMITTEE HELD REMOTELY AT 7:30pm ON MONDAY 6th JULY 2020

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

In attendance: Liz Shayler (Clerk) & 2 members of the public

14/20 To receive apologies for absence: (agenda Item 1)

No apologies were received

15/20 To elect a Chairman of the Youth & Community Centre Committee for 2020/21 (agenda Item 2)

Resolved – That Cllr Manley be elected as Chairman of the Youth & Community Centre Committee for 2020/21.

The resolution was correctly proposed and seconded (unanimous)

16/20 To elect a Vice Chairman of the Youth & Community Centre Committee for 2020/21 (agenda Item 3)

Resolved – That Cllr McCarthy be elected as Vice Chairman of the Youth & Community Centre Committee for 2020/21

The resolution was correctly proposed and seconded (unanimous)

17/20 To receive members' declarations of interest on any agenda item (agenda Item 4).

There were no declarations of interest received.

18/20 To approve, as a correct record, the minutes of the Youth & Community Centre Committee (YCC) minutes from the 3rd February 2020 (agenda Item 5)

Resolved: To approve, as a correct record, the minutes of the YCC Committee minutes from the 3rd February 2020.

The resolution was correctly proposed and seconded (unanimous)

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

19/20 To note the report from YMCA Dulverton on the current Youth Club provision (agenda item 6)

The report was noted

20/20 To complete the YMCA Dulverton bimonthly appraisal process (agenda item 7)

Resolved: The bimonthly appraisal process was completed resulting in a satisfactory outcome (see attached sheets).

The resolution was correctly proposed and seconded (unanimous)

21/20 To agree any associated costs with Youth Club opening over the Summer Holidays (agenda Item 8)

It was felt that given that the Youth Club have not met since the middle of March due to Covid-19 that any sessions over the Summer Holidays would be met by the underspend from the last four months.

22/20 To receive the Clerk's report/exchange of information (agenda item 9)

i) Ditches on site

North Somerset were now suggesting that culverting would be possible. The Clerk is just waiting to see if this will be via land drainage consent or whether planning permission will be required.

ii) Trees on site

The Clerk reported that she would meeting North Somerset's Tree Officer later in the week to talk about the trees on site.

iii) Works to the Scout Hut

Brian Peat from the 1st Banwell Scouts Executive Committee updated the meeting that the build was nearly complete, and they were just waiting for the external render and internal hall floor to be finished. The Scouts have also applied for a grant from National Grid for the outside landscaping to include culverting the adjacent ditch. If the funding is agreed, then a plan will be presented to the Committee / Parish Council. Concern was raised about the aggregate currently at the back of the Scout Hut.

iv) Banwell School

Cllr Blatchford suggested that given the social distancing that might be required at the school from September whether there was anything that the Parish Council could do to support them. The Clerk was asked to speak to the school and bring any suggestions back to the committee.

23/20 To discuss and agree a way forward in relation to reopening the Youth & Community Centre (agenda Item 10)

i) Timescales for reopening

The Committee were informed that the only group wishing to meet before September was Kickboxing. However, a request for moving the food bank from the School to the Youth & Community Centre had been received due to the School closing for the Summer Holidays.

Resolved: To keep the Youth & Community Centre closed until September but to allow the use of the top office to store and sort food parcels.

The resolution was correctly proposed and seconded (unanimous)

ii) Expenditure in relation to reopening

The Clerk had completed a risk assessment and ordered signage, hand sanitiser and dispensers totalling £300. Given that the building would not be used by groups until September then any additional measures were thought to be unnecessary at the present time. However, this will be reviewed at the next meeting in August.

24/20 To discuss and agree any expenditure in relation to setting up a 'Zoom Booth' (agenda Item 11)

The Clerk informed the Council that a 'Zoom Booth' was to enable people who have no internet access to access the internet for meeting with various outside agencies e.g. Citizens Advice or North Somerset.

Resolved: The Clerk to investigate and purchase the necessary equipment to set up a 'Zoom Booth' with an aim for it to be operational from September.

The resolution was correctly proposed and seconded (unanimous)

25/20 To discuss and agree any expenditure for the outside car parking area at the Youth & Community Centre (agenda Item 12)

i) The cost of land drainage / planning permission consent

Resolved: To authorise the Clerk to apply for, where necessary, land drainage consent / planning permission for culverting of the ditch adjacent to the Scout Hut.

The resolution was correctly proposed and seconded (unanimous)

ii) Metal Storage Container and associated groundworks

Resolved: To agree to the purchase of a 10ft metal container from Metals Containers Direct with an ordinary door (S5) for £1795 and the associated groundworks by JK gardening for £575.

The resolution was correctly proposed and seconded (unanimous)

26/20 To discuss and agree any expenditure for the current needs of the YCC (agenda Item 13)

i) Redecoration of the outside of the YCC

The Clerk informed the Committee that three contractors had been approached but only two had quoted for the work. The work include repairing, cleaning and painting the fascia, soffits and the outside of the YCC with at least 2 coats of paint for the wall.

Resolved: That Steve Sherwood Property Renovation be hired to redecorate the outside of the YCC to also include stabilising were necessary and the application of fungicide. Cllr Harding to remove the grills before painting

The resolution was correctly proposed and seconded (unanimous)

ii) The installation of 1 or 2 loft ladders as a storage solution

The Clerk informed the Committee that a loft ladder can only added to the hatch in the upper office due to the differing heights of the ceiling.

Resolved: To approve the purchase and fitting of a loft ladder with rail and additional widening of the hatch for £1168 by Steven Sherwood Property Renovation.

The resolution was correctly proposed and seconded (unanimous)

iii) £240 for the purchase of a table trolley for the Main Hall

Resolved: To approve the purchase of a table trolley for £240 to be used in the Main Hall

The resolution was correctly proposed and seconded (unanimous)

iv) Redecoration of the inside of the YCC

The Clerk informed the Council that due to time constraints that only one quote had been received. Given the projected cost two more quotes would be required. It was felt by the Committee that with the need for new doors, lighting and the possibility of insulating the walls that this be deferred until all works had been completed on the inside of the building.

27/20 To review the Cleaners probation and extend the contract for up to the following three years on a rolling annual contract (agenda Item 14).

Resolved: Given the excellent service received to date, to approve the extension of the cleaning contract for the following three years.

The resolution was correctly proposed and seconded (unanimous)

28/20 To note the Youth and Community Centre (YCC) and Youth Clubs Budgets (agenda item 15)

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

29/20 Date of Next Meeting (agenda item 16)

20th July 2020, 7:30pm Parish Council Meeting remotely <https://us02web.zoom.us/j/308292669>

YCC Committee Meeting 3rd August 2020 7:30pm remotely <https://us02web.zoom.us/j/86909958879>

The meeting closed at 20:40

Chairman.....

Date.....

DRAFT

YMCA – BIMONTHLY REVIEW OF PERFORMANCE

Period under review January 28th to the 6th July 2020

1. Are all contracted sessions being held? Yes / No / **NA**
Comments see YMCA report
2. Are the numbers attending increasing? Yes / No / **NA**
Comments – Covid-19
3. Is a comprehensive range of activities being organized? Yes / No / **NA**
Comments – Covid-19
4. Are YMCA demonstrating a degree of flexibility in the activities provided to meet users' needs (e.g. weekend or holiday activities)? **Yes** / No
Comments see YMCA report
5. YMCA arranging activities outside of the village? Yes / No / **NA**
Comments – Covid-19
6. Are YMCA seeking other sources of funding for Youth Club activities? Yes / No / **NA**
Comments – Covid-19
7. Is any feedback from users/parents positive? Yes / No / **NA**
Comments – Covid-19
8. Have any complaints been received about the service? Yes / **No**
Comments...
9. Have there been any behavioural issues at the Youth Club including damage? Yes / No / **NA**
Comment – Covid-19
10. Have any unannounced visits been made by Committee members since the review? Yes/**No**
Comments – Covid-19
11. Any other comments
 - Invoices presented to Council as requested.
 - Young people asked about Nintendo switch and were not fussed.
 - New TV purchased
 - New Sound system in place
12. Conclusion – **Satisfactory** / Unsatisfactory
13. Action points for YMCA
 - In September to visit Banwell School to speak to the Year 6's about Youth Club
 - Look at where the section 106 contribution from Bellway homes can be spent on third party delivery of taster sessions.
 - Invoices presented to Council by the 2nd Monday of the month for payment at the following PC meeting.
14. Action points for Youth Club Management Committee.
 - None at the present time

Banwell YMCA Youth Group Update

The Youth & Community team continue to offer support to both Young people and the Community, below is an update on how we are providing that support.

Social Media

The Banwell youth club Facebook page has failed to attract any new members. This isn't a surprise as we have learnt that many young people do not have facebook accounts, instead they use Instagram.

The YMCA youth and community team do have social media pages (both facebook & Instagram) for all young members of existing youth satellites which many of the Banwell members have joined. They are able to take part in wide array of different daily activities posted by their youth group leaders. Also to provide a safe and monitored platform for members of youth groups to communicate with youth leaders if need be. We also continue to share content on the Banwell page for those that choose to use this page.

We have a total of 52 followers and 45 likes on our Facebook page (YMCA Weston-super- Mare Youth Clubs. On Instagram, we have over 134 members following our page (ymcawestonsupermare). All of our activities have been seen over 670 times on Instagram and over 600 times on Facebook. We also have had over 131 people engaged in posts on Facebook and over 200 people visit our Instagram a week.

We continue to use these platforms to offer information, advice and guidance to all young people as well as activities and challenges they can do themselves or with family members and we have continued to talk to several young people through these messaging platforms.

Staying connected

We have currently holding weekly virtual meetings for Banwell youth group members. This is conducted through Zoom with two youth leaders running the session.

Due to the unfamiliar time we are currently experiencing, we have regularly reviewing all our policies and procedures for working online to keep both young people and staff to stay safe, whilst using both Zoom and Social media.

The Zoom sessions include a chance for checking in from youth leaders and catch ups between young people. We also provide activities to do virtually all together, and is completely youth led. The sessions run in the evenings on the same day as their usual youth club meetings would have. Young people get a chance to talk through any thoughts or concerns they may have. Only recently, Young people have discussed how they have worries about returning to school because they have been in their own home support bubble for so long. Youth workers helped the young people to address any anxiety and ways to help them feel more confident for when that time comes.

Community impact

We continue to liaise with Avon and Somerset Police as they are keen to work with youth organisations to encourage and educate young people. This is a situation they are continuing to monitor and we and other organisations are ready to work in partnership, should there be a need in the communities where we have built positive relationships with young people.

We have continued to deliver lunches to families with young children who do not qualify for free school meals. This is a non- judgemental service that also covers the Banwell area so if you know of any families struggling, please let me know.

Weekly checking in

We continue to try and connect with Banwell young members through our social media platforms and encourage them to take part in our different activities. We have provided Zoom sessions every

week, even throughout the holiday periods as we felt Young people needed the continuity of someone to talk too. We will look at different forms of getting activities to young members who do not have Facebook or Instagram. As a large number of our young people do not have social media.

Summary

We are doing weekly checking in's with as many members of our satellites as we can reach. We will continue to grow our social media presence to reach more of the members of Banwell youth group who have these formats. For the young members who don't we will continue to find the best method with getting our content to them? Many parents of Banwell youth club have welcomed us continuing to provide support for their young people. Some parents have also followed our Facebook page to see our content that we are providing and to show their children.

Most members of Banwell youth group are now aware that the youth community team is still contactable and are here to support them and we will continue to provide a service for Banwell youth group. Our next step is to continue to grow our virtual youth club sessions to get as many young people involved. We will also continue to monitor the social distancing guidelines around social gatherings in order to begin the process of looking at small outdoor group meetings for Banwell Youth club members.

Clerks Report July 2020

Banwell Food Bank

This has now been moved to the Youth & Community Centre and will continue to be run from here for the foreseeable future.

We have continued to receive food and money donations from Councillors & Members of the public, thanks in particular to Cllr Paul Harding, Sandi McFall, Sara Roles & Nigel Chapman. So far, in conjunction with Banwell School and Weston Foodbank, we have given out 84 full foodbank parcels. The Parish Council have also supplement 54 Free School Meals parcels and created 26 half term parcels, 25 non-food essentials parcels and 35 summer holiday activity packs.

Works to the Youth & Community Centre (YCC)

The repairs and repainting of the porch floor will begin on Friday 17th July with the redecoration of the outside of the building and the installation of a loft hatch being done at the beginning of August. I am waiting for meetings for a heating survey, EV charge point survey, solar lamppost survey and the potential for solar PV on site survey.

Antisocial behaviour in relation to car noise & speed.

Currently residents along Wolvershill Road, West Street & Castle Hill are suffering from problems in relation to vehicle noise and speed. This predominately occurs on a Thursday, Friday, Saturday and Sunday. A speed of 80mph by the vehicle activated speed sign (VAS) was recorded in the 30mph zone along Castle Hill at 6:45pm Sunday evening. This is a popular route used for walkers accessing the walks along the Hill and they cross the road at this point. I have spoken to the PCSO who is happy to do something about it but needs video evidence for action to be taken. The actions that can be taken including the crushing of the vehicle.

Bellway Homes Development

The Parish Council have received several complaints about the Bellway Homes Development along Wolversill Road. These relate to two issues.

Firstly, they have removed a mature hedgerow at the front of the development which in the planning application was to be retained. Residents have raised concerns about the implication on local wildlife. Having spoken to North Somerset it seems that they were unaware of the plan to remove the hedgerow and therefore a planning breach has been reported by myself and the tree officer. I have spoken to Bellway Homes who claim they had to do it for the visibility splay and works to the pipes and were unable to wait until after the breeding season was over. They have claimed they will be replacing the hedgerow but for it to reach maturity it will take about 15 years.

The second complaint has been in relation to HGV's travelling to and from the site breaking the weight limit by travelling the full length of Wolvershill Road rather than using the A371 (as in the travel plan). One resident was forced into a hedge, along the narrowest stretch of Wolvershill Road as a lorry barrelled towards her whilst she was cycling into the village. North Somerset spoke to them over a month ago which seemed to reduce the amount of HGV movements along Wolvershill Road but has not stopped them.

Covid-19 Emergency Plan and the Future

As you are aware there are 32 co-ordinators who are covering 24 areas throughout the Parish. These are supported by over 78 volunteers bringing the total volunteering to over 110. 10 of which have been phone call only volunteers.

The suggestion is to continue this system for the foreseeable future but with the addition of a secondary co-ordinator who will provide cover for a neighbouring area if the primary co-ordinator is away.

There is concern of a 2nd wave, but the system could also be used heavy snow or any localised emergency e.g. flooding.

I have emailed the co-ordinators so far there has been an incredibly positive result and they would like to and be happy to continue in their roles.

Once a decision has been made about the future, I will contact the volunteers and ask them to fill in a quick questionnaire concerning their availability and how they would like to contribute.

The food parcels have been moved to the YCC and the hope is that this will be used as a collection point for the foreseeable future

West Street Car Park Telephone kiosk

BT are planning to remove the phone box in this location and have asked if we (or anyone else) wish to adopt it.

The cost would be £1 but any subsequent electricity costs, maintenance and removal would then be at the Parish Council's expense.

Suggestions have included;

- A book swap
- Defibrillator



Unfortunately, the phone box is not completely enclosed (a 10 cm gap around the bottom and the door has been vandalised) and therefore I suspect any books would become damp. We have a defibrillator located at the newsagents so not a great location.

Also, it has to be remembered that this is the centre of the Conservation Area and this is not the most attractive of phone boxes due in part to vandalism. A suggestion that perhaps the space could be used for something else for example an information board.

Accessible website

I have attached a document showing a summary of the requirements.

In terms of website, it meets a lot of the requirements. For example, it is already 'responsive' and therefore mobile friendly. Most of the images have Alt tags. The text scales well when you change the browser zoom level.

Proposal / Suggestion

Internal audit of the website. Essentially, we need to be seen to have used best endeavours to make the website accessible without crippling the budget.

Webglu can assist with this process by doing the following:

- running various test – there are now new browser tests that can help identify any issues such as colour contrast (see screen shot attached)
- make suggestions for changes – e.g. changes of colours
- carry out the changes and re-test

This work will need to be done in a test area. When you are happy with it we can put it live.

We can do all this work for **£450.00** plus vat

Core System Upgrade

We are currently on version 1.7.2 of the core system. The current version is 2.5.0. The version 2 series includes some important updates including a change to the latest mySQLi database platform. This is a mandatory move because the older database version will no longer work on our servers from the end of this year (it's a bit like a move to Windows 10).

We are entitled to the new version of the system itself for no additional charge. However, there is quite a bit involved in the process, so we do need to charge for our time. The normally charge anything from £240 - £450 plus vat for this process, depending on the complexity of the website.

If we proceed with the accessibility work the upgrade can be done at the same time and will be a little less involved. So, the cost will only be **£120.00** plus vat.

The total would therefore be **£670.00**

Alternatively, a brand new fully accessible website;

Costs vary between

	Compliant website	
Currently	£670	£240 just going up to £289.80 due to additional twitter feed
New website 1	Min £500	Min £624
New website 2	Min £1750	Min £175
New website 3	Min £899 - £1198	£199 - £299

My concerns about a new website would be the creation of additional pages as most of the web designers offer a minimum and then you set up the rest. Some can do Community Pages but others not. Therefore, taking into account the time taken to add all the information cannot be underestimated whether this was done by me or a volunteer.

Does Your Website Need An Accessibility Audit?

If you are using a GOV.UK domain you must get an audit before your service moves into public beta.

The authority suggests that an audit should typically cost between £3000 and £7000. This is unaffordable for many smaller authorities. A quotation from the authority said “while we are talking about legal requirements for accessibility, it needs to be said that people in smaller organisations can only reasonably be expected to do their best.”

This suggests that smaller authorities shouldn't have the burden of an external audit and that an internal audit by the clerk or the person responsible for the website should suffice when done in conjunction with the other points regarding accessibility compliance.

If your website uses a .co.uk or .org.uk domain it will still need to comply to the same regulations but clearly won't require an audit.

How Can A Parish Council Website Comply With The Accessibility Regulations?

The new regulations need the website to comply to WCAG 2.1 AA. These standards range from A to AAA. In order to comply however, the website needs to achieve at least AA standard. The regulations exist so that everybody can access the content of a website regardless of any impairments the user may have such as:

- vision – severely sight impaired (blind), sight impaired (partially sighted) or colour blind people
- hearing – people who are deaf or hard of hearing
- mobility – those who find it difficult to use a mouse or keyboard
- thinking and understanding – people with dyslexia, autism or learning difficulties

When we think of these impairments, we then start to think how they may affect how people interact with a website. This may include the ability to:

- use a keyboard instead of a mouse
- change browser settings to make content easier to read
- use a screen reader to 'read' (speak) content out loud
- use a screen magnifier to enlarge part or all of a screen
- use voice commands to navigate a website

A Simple Guide To Compliance

Provide Alt text

This means providing text for none text items such as an image. This is a standard facility in the management system, but it is possible that an image is uploaded without this.

Transcripts For Audio / Video

Any videos or audio files need to include a text transcript to replace the audio.

Provide Captions For Video

Captions for video help those with audio impairments.

Content To Be Structured Logically and Accessed By A Screen Reader

Your Content Management System gives you the facility to ensure this. However you need to ensure that website updates maintain this compliance. For example by not uploading images of text such as a scan of an advertising poster without also posting the full text transcript.

Colour Not To Be Used As A Description or Identifier

For example, an instruction to click on the red button would exclude those who cannot distinguish between colours.

Use Text Colours That Provide Good Contrast With The Background

Using a black text on a white background is one of the best contrasts.

Ensure Text Can Be Resized

Whilst you don't need to provide this feature (as most browsers provide the function) you need to make sure every feature can be used when text size is increased by 200% and that content reflows to a single column when it's increased by 400%

Make Sure That Your Website Is Responsive

Websites should be able to resize it's content automatically depending on screen size or based on page orientation and font size that a user prefers. Your website is responsive.

Compatible With Assistive Technologies

A website must work well with assistive technologies – for example, important messages are marked up in a way that the screen readers knows they're important.

It's worth noting that some technologies such as maps are still not compliant with certain parts of the regulations. It's difficult for text readers to understand an embedded map so wherever possible you can include a title and an alternative method of conveying the information that the map provides. If you have such elements on your website then it's important to include these in your accessibility statement which we'll cover in a moment.

Compliant websites must be able to work with certain assistive technologies. The Government Digital Service suggests that testing is done using the following technology.

JAWS -Screen Reader – Internet Explorer 11

ZoomText – Screen Magnifier – Internet Explorer 11

Dragon Naturally Speaking – Speech Recognition – Internet Explorer 11

NVDA – Screen Reader – Firefox (Latest Versions)

VoiceOver – Screen Reader – Safari iOS10 and OSX onwards

Of course this list isn't exclusive but covers the most common technology. Additionally, you may want to provide your own online tools that enable the user to increase font size and contrast easily. This isn't a requirement but it can be a good idea if you want to go to these lengths. We're happy to advise on this on a case by case basis.

Writing An Accessibility Statement

Once you've tested and self-audited your website you can produce an accessibility statement. This again isn't as daunting as you may think, It's a simple format that gives the user a brief summary on the parts of the regulations that you comply with and if there are any parts that you don't, for instance a map,

UPCOMING EVENTS

- 6th JUL** Planning Committee 7pm
- 20th JUL** Parish Council Meeting 7:30pm

RECENT DOCUMENTS

- Pc Agenda - June 2020
- 15th June Pc Papers R

RECENT NEWS

- General Power of Competence (GPOC)
- Awards for all grant
- Volunteer of the Year 2019

Welcome To Banwell Parish Council

Serving the people of Banwell in North Somerset.

Please contact us if you have questions concerning the work of the Parish Council, if you have any concerns that you feel the Council should be aware of or where it can help or support you.

TWITTER FEED

Retweeted by Banwell Parish Council

North Somerset Council @NorthSomersetC · Jun 16

The mobile testing unit is still in Locking Road car park in Weston, plus there's a larger testing site at Bristol Airp...

2 replies 0 likes

Banwell Parish Council @banwellpc · Jun 16

Hot off the press Banwell By Pass North Somerset Council unanimously voted to accept the Heads of Terms offer from the Housing Infrastructure Fund which

FACEBOOK FEED

Banwell Parish Council Like Page 258 likes

Map showing traffic diversions around Locking Road and Kingcroft Road. Markers 01-09 indicate diversion points and directions.

CONTACT US

Banwell Parish Council
 Banwell Parish Council Youth and Community Centre, West Street,
 Banwell, North Somerset. BS29 6BD
 T: 01934 820442 (Parish Clerk)
 E: clerk@banwellparishcouncil.org.uk

IMPORTANT INFORMATION

- Terms of use
- Privacy & cookie policy
- Site map

USEFUL LINKS

North Somerset District Council

Date: 18 May 2020
Email: elaine.bowman@n-somerset.gov.uk



Natural Environment
Development and Environment
North Somerset Council
Town Hall, Walliscote Grove Road
Weston-super-Mare. BS23 4EJ

To Town and Parish Council Clerks

TITLE: REVISION OF RIGHTS OF WAY IMPROVEMENT PLAN

Background

I am writing to let you know that we are about to start updating our Rights of Way Improvement Plan (ROWIP).

The Countryside and Rights of Way Act 2000 S60(1) requires Councils to prepare and publish a ROWIP which details additions, changes and improvements to our rights of way network.

The ROWIP will define our vision for improving access and expanding our local rights of way over the next 10 years in North Somerset; a vision to be achieved in conjunction with a variety of policies and activities.

North Somerset Council's first plan was produced in 2007, revised in 2010 which will expire at the end of 2020. The ROWIP therefore needs to be updated so that it reflects present and likely future needs of the public.

Purpose of this consultation with Town and Parish Council's

To invite Town and Parish Councils to review the Public Rights of Way in their area, compiling a list of routes considered to be important in connectivity value and suggest improvements which could be made for their users. We are asking for nominations which meet the key principles laid out below for inclusion within a proposed revision of the ROWIP actionable until 2030.

The seven proposed key principles of the revised ROWIP are to:

- Ensure that our PROW Network is widened to be enjoyed by more users
- Strategic routes are identified, and opportunities sought to develop or enhance them
- Identify routes for improved accessibility
- Encourage visitors to the area to support the local economy
- Support opportunities for sustainable travel and climate emergency
- Support opportunities for exercise and other health benefits
- Contribute to sustainable development and quality of life for our communities

The ROWIP will complement other Council Policies particularly the Green Infrastructure Strategy, Joint Local Transport Plan and Public Health guidelines.

The ROWIP will include an Action Plan identifying key improvement for the development, promotion and management of local rights of way. All actions taken will have regard for sustainable travel and the climate and nature emergency.

Funding for the Action Plan will be assessed as each project is developed. There is a range of funding opportunities such as existing PROW budgets, National Grid s106 contributions, CIL, other s106 funding, Town and Parish Council contributions and grants.

Town and Parish Council Input

Phase 1 – Contacting Town and Parish Councils

I am writing to all Town and Parish Councils in the District. This is your opportunity to participate in the revision of the ROWIP. You are being invited to review the public rights of way in your area having regard for the following:

- Which routes are important to your parish?
- Do you have promoted routes which would benefit by less restrictive structures, made available to more users i.e. less able users, disabled?
- Which routes are used as safe routes to school, do they need a face lift?
- Are you aware of missing links which would be beneficial to your network?
- Strategic routes which could be upgraded for additional users i.e. Cycling, horse riders?

The attached spreadsheet identifies the information which is required. It will be impossible to action every request therefore the reasoning why your suggestion is important is essential to assist in evaluating each request. Each suggestion made will be assessed against the criteria above. Whilst nominations may be aspirational, they should be kept realistic so that there is a reasonable chance of being achieved. The funding streams which are available to us are limited however with support from Parish Council Funding these can be made to go a whole lot further.

We would ask for no more than 10 nominations to be submitted.

The link below will take you to the current ROWIP

Background documents

The current ROWIP can be found here:

<https://www.n-somerset.gov.uk/wp-content/uploads/2015/11/rights-of-way-improvement-plan.pdf>

This is your opportunity to be involved in defining changes which would benefit your network and your residents.

Due to the challenging times we find ourselves in, this consultation process is to be undertaken until 1 September 2020 which hopefully will allow Parish Clerks to send this consultation letter with spreadsheet out to all your members for consideration, however we are prepared to be flexible upon this, subject to request.

Your help with producing a realistic and achievable Rights of Way Improvement Plan is essential and we really appreciate your input.

Yours sincerely

Elaine Bowman
Principal Access Officer

Right of Way Improvement Plan Consultation Nominations

Suggestions

Havage Drove

Running from Nye Road to Boxbush Lane as a Bridleway

Nye Drove

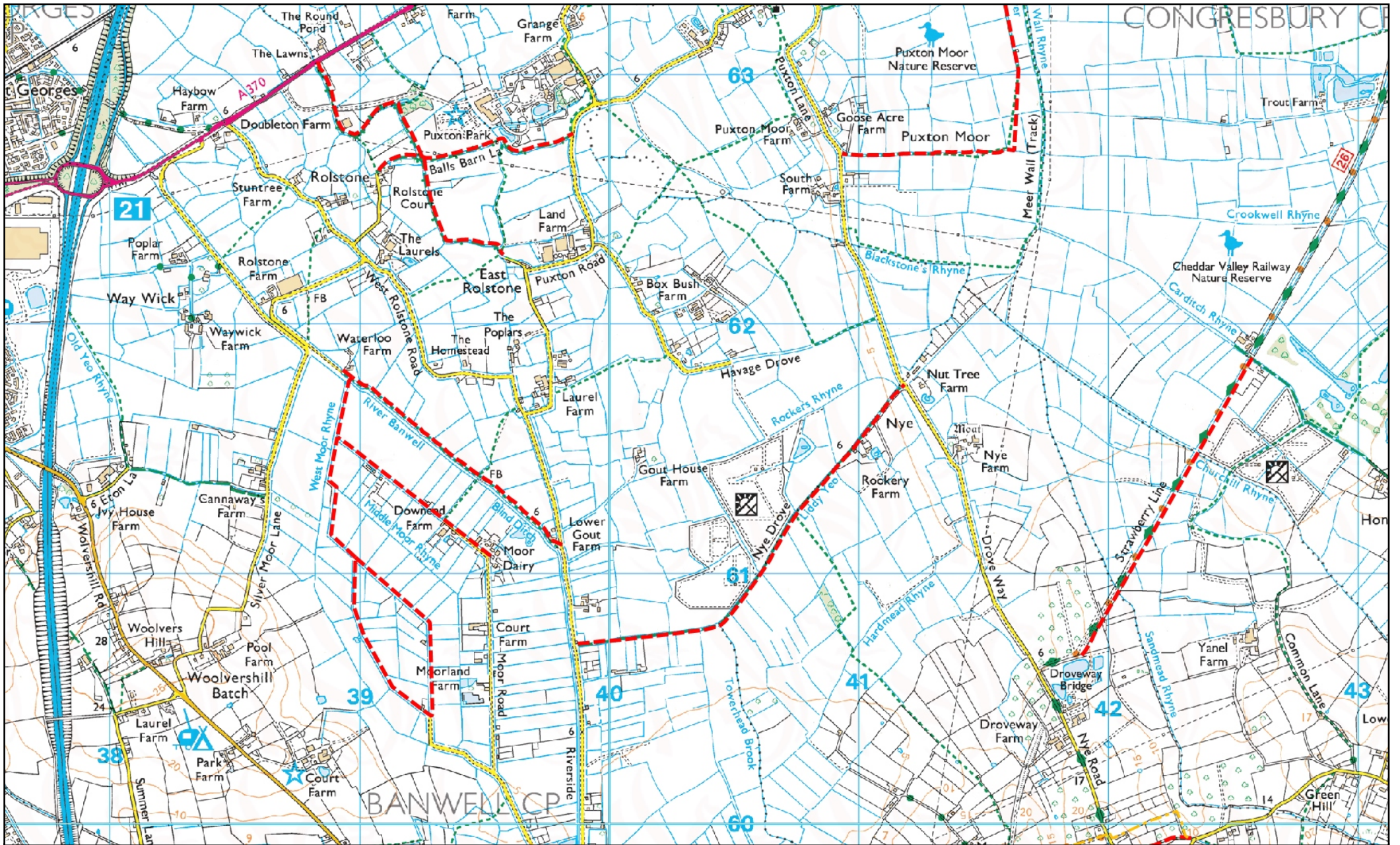
Running from Nye Road to Riverside (already approved as a Bridleway)

Eastermead Lane Cycle route

Along Eastermead Lane to Catworthy Lane to connect Banwell & Sandford for those cycling to Churchill. Private land.

Reopen

Stonebridge Farm to Whitecross Lane



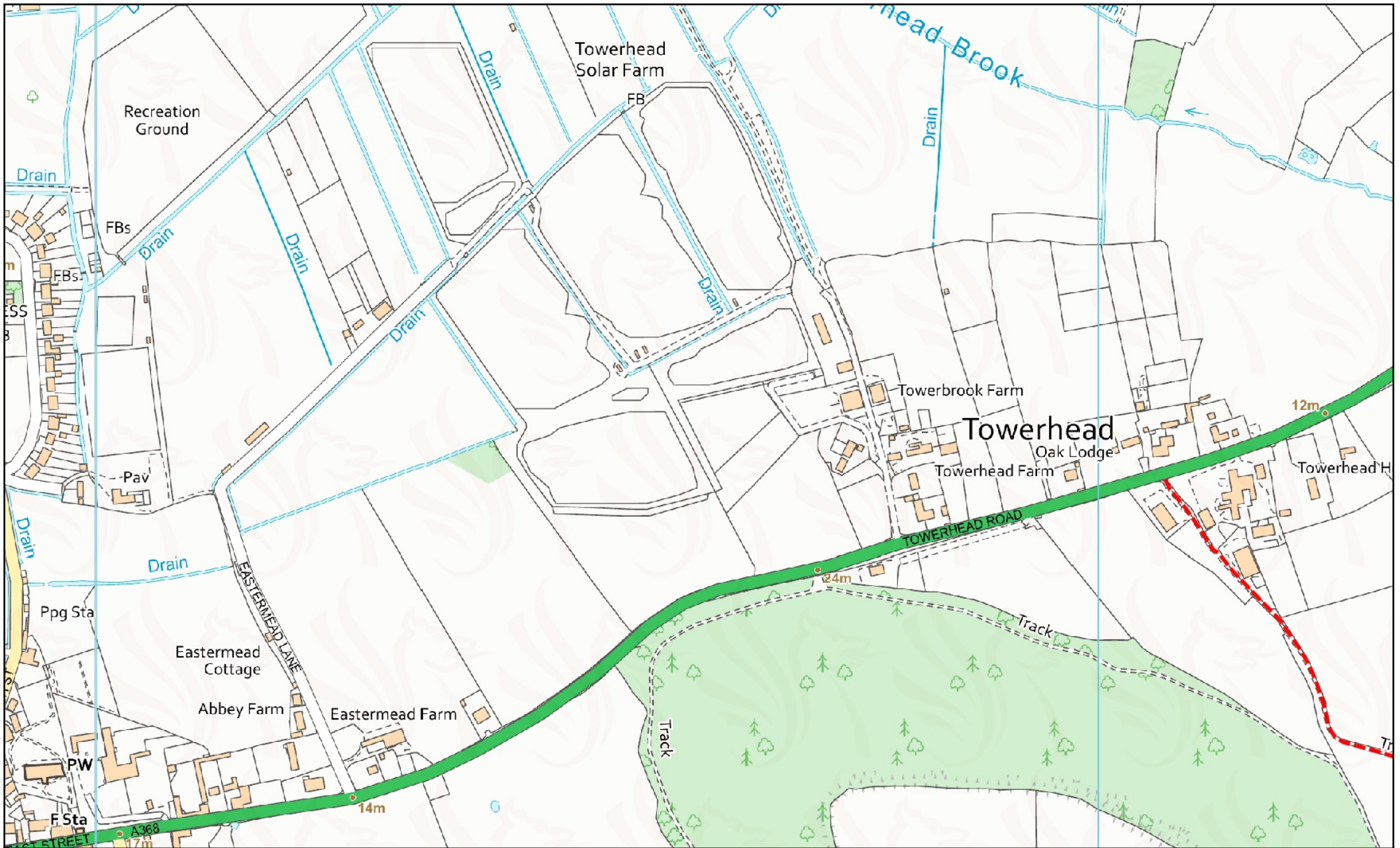
Rights of Way improvements

Scale: 1:20000

Date: 14 July 2020



© Crown copyright and database rights 2020 Ordnance Survey 100023397. You are not permitted to copy, sub-license, distribute or sell any of this data to third parties in any form. © Aerial Photography 2009 and 2014 Imagery copyright Getmapping PLC. www.getmapping.com. © and database right "Crown Copyright and Landmark Information Group Ltd" (All rights reserved (2020)).



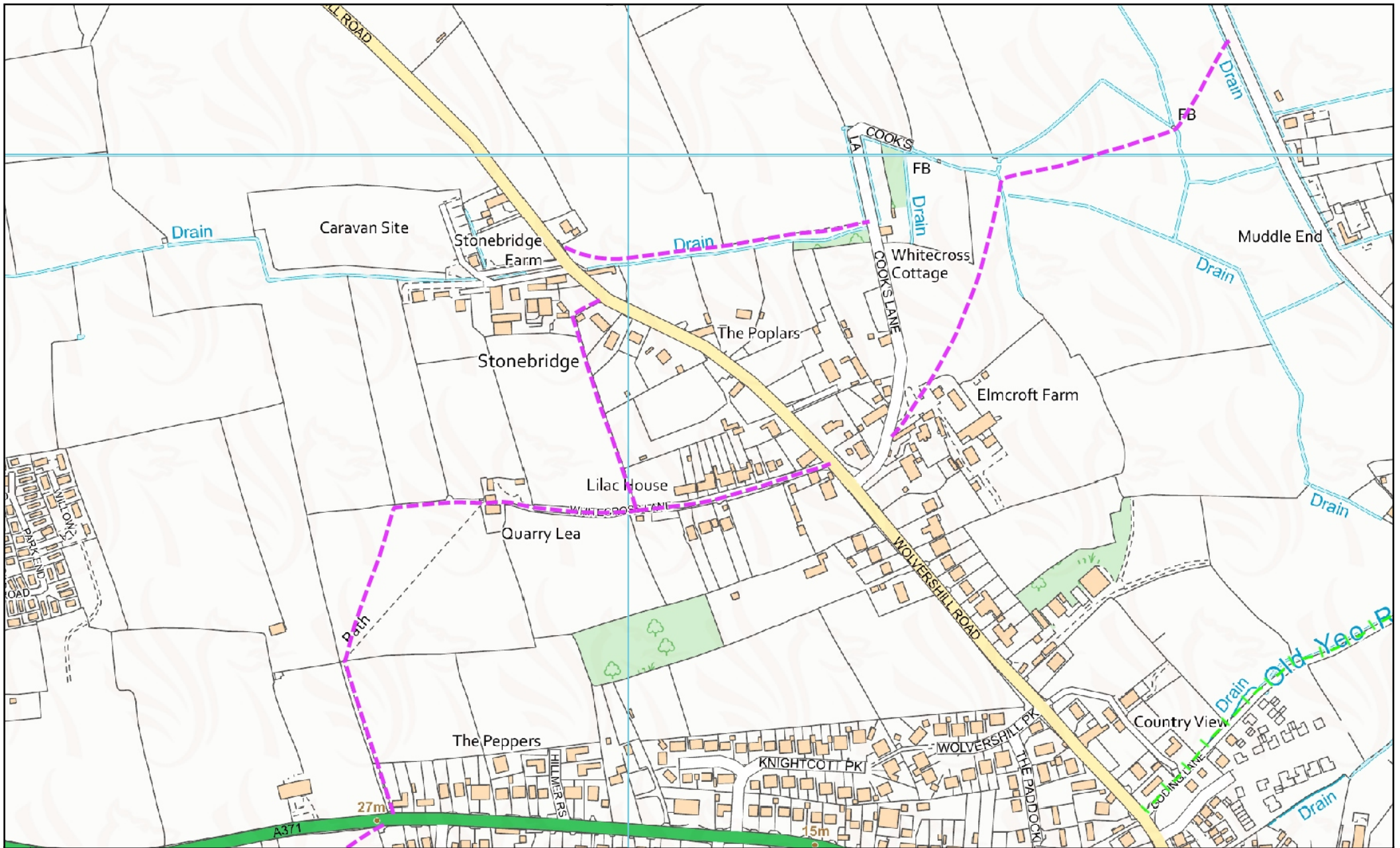
Rights of Way improvements

Scale: 1:5000

Date: 14 July 2020



© Crown copyright and database rights 2020 Ordnance Survey 100023397. You are not permitted to copy, sub-license, distribute or sell any of this data to third parties in any form. © Aerial Photography 2009 and 2014 Imagery copyright Getmapping PLC. www.getmapping.com. © and database right "Crown Copyright and Landmark Information Group Ltd" (All rights reserved (2020)).



Response Summary:

Thank you for taking the time to complete this consultation. This Model Member Code of Conduct [[Model Member Code of Conduct.pdf](#)] aims to be concise, written in plain English and be understandable to members, officers and the public. The Model Member Code is designed to aid members in all tiers of local government model the behaviours and high standards that anyone would expect from a person holding public office. Equally, it articulates behaviour which falls below the standards that would be expected of council members. It is designed to help set a framework for public and councillor interaction, emphasising the importance of civility and that councillors should be protected from bullying, intimidation and abuse.

The LGA has reviewed the existing Model Member Code of Conduct and updated it here incorporating the recommendations from the Committee on Standard's in Public Life's recommendations on Local Government Ethical Standards and the representation from its membership. Part of the Committee's recommendations were the introduction of sanctions for breaches of the code, alongside an appeals process. This aspect is out of scope of this consultation, as it requires legislative changes by Government, but the LGA has sought to reflect some of the possible changes by using square brackets where legal changes would be necessary. The LGA is continuing to take soundings from the sector on the issue of sanctions in anticipation of a Government response to the Committee's recommendations.

This consultation addresses key areas that the LGA would like a view on to help finalise the Code. It is aimed at councillors and officers from all tiers of local government. If you would like a wider discussion about the code, please do sign up to one of the forthcoming Webinars the LGA are holding as part of this consultation. Details will be posted on our [LGA events website](#).

You can navigate through the questions using the buttons at the bottom of each page. Use the 'previous' button at the bottom of the page if you wish to amend your response to an earlier question.

All responses will be treated confidentially. Information will be aggregated, and no individual or authority will be identified in any publications without your consent. Identifiable information may be used internally within the LGA but will only be held and processed in accordance with our [privacy policy](#). We are undertaking this consultation to aid the legitimate interests of the LGA in supporting and representing authorities.

Please complete your response in one go - if you exit before submitting your response your answers may be lost. If you would like to see an overview of the questions before completing the consultation online, you can access a PDF here: [LGA Consultation on Draft Model Member Code of Conduct.pdf](#)

Q31. Your name

Liz Shayler

Q42. If you would like to receive a copy of your completed response please provide your email address below (a copy of the survey form is available on the previous page)

Email address

clerk@banwellparishcouncil.org.uk

Q6. Are you...

- An officer

Q7. Please indicate your council type

- Community/Neighbourhood/Parish/Town

Application of the Code

Under the Localism Act 2012, the Code of Conduct applies to councillors only when they are acting in their capacity as a member. The LGA believes that because councillors are elected by the public and widely recognised by the public, it makes sense for them to continue to model these behaviours when they are making public comment, are identifying as a councillor and when it would be reasonable for the public to identify them as acting or speaking as a councillor. The Committee on Standards in Public Life supported this approach in their report into Local Government Ethical Standards. Whilst the LGA is waiting for Government's response to these recommendations the option has been added in square brackets as it would need changes in legislation.

Q9. Q1. To what extent do you support the proposal that councillors demonstrate the behaviours set out in the Code when they are publicly acting as, identifying as, and/or giving the impression that they are acting as a councillor, including when representing their council on official business and when using social media?

- To a great extent

Q32. Q1a. If you would like to elaborate on your answer please do so here:

N/A

Q39. Q2. Is it sufficiently clear which parts of the Model Code are legal requirements, which are obligations, and which are guidance?

- Yes

Q10. Q3. Do you prefer the use of the personal tense, as used in the Code, or would you prefer the passive tense?

- No preference

Specific obligations

The Code lists 12 specific obligations – these set out a minimum standard councillors are asked to adhere to.

Each obligation or group of obligations is put into a wider context to explain why that particular obligation is important.

Q12. Q4. To what extent to you support the 12 specific obligations?

<i>1. Treating other councillors and members of the public with civility.</i>	To a great extent
<i>2. Treating council employees, employees and representatives of partner organisations and those volunteering for the councils with civility and respecting the role that they play.</i>	To a great extent
<i>3. Not bullying or harassing any person.</i>	To a great extent
<i>4. Not compromising, or attempting to compromise, the impartiality of anyone who works for, or on behalf of, the council.</i>	To a great extent
<i>5. Not disclosing information given to me in confidence or</i>	

<i>disclosing information acquired by me which I believe is of a confidential nature, unless I have received the consent of a person authorised to give it or I am required by law to do so.</i>	To a great extent
6. Not preventing anyone getting information that they are entitled to by law.	To a great extent
7. Not bringing my role or council into disrepute.	To a great extent
8. Not using, or attempting to use, my position improperly to the advantage or disadvantage of myself or anyone else.	To a great extent
9. Not misusing council resources.	To a great extent
10. Registering and declaring my interests.	To a great extent
11. Not accepting significant gifts or hospitality from persons seeking to acquire, develop or do business with the council or from persons who may apply to the council for any permission, licence or other significant advantage.	To a great extent
12. Registering with the monitoring officer any gift or hospitality with an estimated value of at least £25 within 28 days of its receipt.	To a moderate extent

Q13. Q5. If you would like to propose additional or alternative obligations, or would like to provide more comment on a specific obligation, please do so here:

Compulsory training for Councillors. Sanctions for not adhering to the code.

Q14.

Q6. Would you prefer to see the obligations as a long list followed by the guidance, or as it is set out in the current draft, with the guidance after each obligation?

- No preference

Q15. Q7. To what extent do you think the concept of ‘acting with civility’ is sufficiently clear?

- To a moderate extent

Q16. Q7a. If you would like to suggest an alternative phrase that captures the same meaning, or would like to provide a comment on this concept, please do so here:

N/A

Q40. Q8. To what extent do you think the concept of 'bringing the council into disrepute' is sufficiently clear?

- To a moderate extent

Q41. Q8a. If you would like to suggest an alternative phrase that captures the same meaning, or would like to provide a comment on this concept, please do so here:

N/A

Q17. Q9. To what extent do you support the definition of bullying and harassment used in the code in a local government context?

- To a moderate extent

Q18. Q9a. If there are other definitions you would like to recommend, please provide them here.

N/A

Q19. Q10. Is there sufficient reference to the use of social media?

- No

Q20. Q10a. Should social media be covered in a separate code or integrated into the overall code of conduct?

- Integrated into the code

Q33. Q10b. If you would like to make any comments or suggestions in relation to how the use of social media is covered in the code please do so here:

N/A

Registration and declarations of interests

The law at present requires, as a minimum, registration and declaration of 'Disclosable Pecuniary Interests' - that is matters which directly relate to the councillor and their partner if applicable.

The LGA is proposing that all councillors are required to declare interests where matters also relate to or affect other family members or associates. The LGA has broadened the requirement to declare interests beyond this current statutory minimum in line with a recommendation from the Committee on Standards in Public Life. These specific provisions are set out in **Appendix B** of the Code.

Q22. Q11. To what extent to you support the code going beyond the current requirement to declare interests of the councillor and their partner?

- To a moderate extent

Q34. Q11a. If you would like to elaborate on your answer please do so here:

N/A

Q23. Q12. Should the requirement to declare interests be in the main body of the code or in the appendix where the draft model code currently references it?

- In the appendix

Q36. Q12a. If you would like to make any comments or suggestions in relation to how the requirement to declare interests is covered in the code please do so here:

N/A

It is also suggested that more outside interests should be registered than is the current statutory minimum. These are set out in **Table 2 of the Appendix** and are designed to demonstrate to the community transparency about other bodies with which the councillor is engaged.

Q25. Q13. To what extent do you support the inclusion of these additional categories for registration?

<i>Any organisation, association, society or party of which you are a member or in a position of general control or management and to which you are appointed or nominated by the council</i>	To a great extent
<i>Any organisation, association, society or party that exercises functions of a public nature of which you are a member or in a position of general control or management</i>	To a great extent
<i>Any organisation, association, society or party directed to charitable purposes</i>	To a great extent
<i>Any organisation, association, society or party of whose principal purposes includes the influence of public opinion or policy (including any political party or trade union)</i>	To a great extent

Q37. Q13a. If you would like to propose additional or alternative categories for registration, please provide them here:

N/A

Q26. Q14. To what extent to you support the proposed requirement that councillors do not accept significant gifts as set out in Obligation 11?

- To a great extent

Q38. Q14a. If you would like to elaborate on your answer please do so here:

N/A

Q27. Q15. The draft code proposes £25 as the threshold for registering gifts and hospitality. Is this an appropriate threshold?

- Yes, but the amount should be reviewed annually with the code's review

Q28. Q16. The LGA will be producing accompanying guidance to the code. Which of the following types of guidance would you find most useful? Please rank 1-5, with 1 being the most useful.

<i>Improvement support materials, such as training and e-learning packages</i>	1
<i>Explanatory guidance on the code</i>	2
<i>Supplementary guidance that focuses on specific areas, e.g., social media</i>	3
<i>Case studies and examples of good practice</i>	4
<i>Regularly updated examples of case law</i>	5

Q29. Q16a. If you would like to suggest any other accompanying guidance please do so here:

N/A

Q30. Q17. If you would like to make any further comments about the code please do so here:

N/A

Once you press the 'Submit' button below, you will have completed your response.

Many thanks for taking the time to respond to this consultation. You are in control of any personal data that you have provided to us in your response. You can contact us at all times to have your information changed or deleted. You can find our full privacy policy here: [click here to see our privacy policy](#)

Dear Secretary of State,

Coronavirus Pandemic: Financial Support for Local Councils

We wrote to you in April on behalf of the 4,000 members of the SLCC and their concerns regarding the future financial viability of the town and parish councils which they serve.

While the Government has provided significant financial support to principal local authorities which it says should also cover the needs of town and parish councils, unsurprisingly – given their own dire financial circumstances – these higher tier councils are unable to release any of the support they have received. Some have been offered short term interest free loans which would add substantially to the precept in 2021.

Local councils provide a significant range of services and in many cases fill the gap of service delivery left by principal councils. In doing so, many have developed revenue generation beyond the traditional precept route. Local councils are in a position to play a significant role in the Community Resilience Agenda; providing support to the work of both local and central government. However, to be able to do this and with sufficient funds for this financial year, local councils do require support from Central Government.

The SLCC wholly supports the representations made by the National Association of Local Council's (NALC) and the suite of measures they have put forward in support of local councils. As the professional body representing practitioners in our sector, we would specifically like to propose the following measures that we believe will assist.

1. Business rates relief on community assets, the income from which has been affected by the pandemic. This includes the fast-tracking of regulations to permanently remove business rate liability on public conveniences and temporarily on all other revenue generating buildings in the ownership of town councils.
2. Permission for councils to create their own "Covid-19 Revenue Recovery Package" through the capitalisation of specific revenue impacts (both increased expenditure and losses of income) arising from the Coronavirus pandemic. This is an appropriate accounting treatment to address the unprecedented financial impacts of the virus and would require no financial commitment from central government.
3. Reinstatement of the Government grant to meet an increase in Council Tax Benefit payments from this years' baseline estimated figure. This grant to be accounted for in each Billing Authorities' collection fund – not their general fund revenue account – and would be phased over a number of years in line with a return of employment rates to the levels prior to Coronavirus. A more detailed explanation of points 2 & 3 accompanied by supporting comments are [attached as an addendum](#).

Our members, serving over 5,000 town and parish councils would implore you, in the strongest possible terms, to give urgent consideration to the plight of the local council sector and the need to provide specific support to it. SLCC would be happy to join with colleagues from NALC to meet urgently with Ministers and your officials – through video conference – when we could explain the severity of this matter and our proposals in greater detail.

30 JUNE 2020

LOCAL COUNCILS CORONAVIRUS RECOVERY PACKAGE

1. CORONAVIRUS REVENUE ACCOUNT IMPACTS & SOLUTIONS

Many local councils are dealing with financial impacts arising from the Coronavirus; at present they result from a reduction in the estimated levels of income and/or increased and unexpected expenditure due to actions taken to support their communities during the pandemic. The pandemic struck after local councils had set their precepts for 2020/21 and therefore the impact on their revenue accounts will not have been budgeted for and the next opportunity to reset their revenue accounts will be in 2021/22.

The size of the financial loss will vary across the sector, those most at risk are likely to be those that have significant levels of revenue income in proportion to their precept and level of their general revenue reserves. 95% of local councils generate up to 60% of their income from sources other than precept. Over 100 local councils estimate a short-term first quarter of the year loss of between £25,000 and £500,000. 75% of local councils estimate total additional costs as a direct result of the pandemic for the first quarter of the year of up to £5,000.

PROPOSAL

*Permit councils to create their own “Covid-19 Revenue Recovery Package” through the capitalisation of specific revenue impacts (both increased expenditure and losses of income) arising from the Coronavirus pandemic. This is, in simple terms, an appropriate accounting treatment to address the unprecedented financial impacts of the virus. It would require **no financial commitment from central government** by allowing local councils to make a capital contribution to revenue accounts in order to protect their long-term financial viability.*

It is proposed that such capital contributions are either funded from existing capital reserves or are eligible for local councils to take out Public Works Loan Board (PWLB) loans. This will spread the adverse revenue impact over time rather than impacting the 2021/22 precept. Whilst it involves additional Government support in the short term, these loans will be repaid over, for example, the next ten years. An additional advantage is that PWLB loans can be monitored by the National Association of Local Councils (NALC) who are currently required to support all applications and who can ensure that applications are valid and supported by a Medium-Term Financial Plan that demonstrates the longer-term affordability.

This measure mirrors the Government’s actions at a national level, whereby borrowing is increased in order to protect the economy in the short term. It is also specific to those local councils that require financial support enabling them to take control over their own longer-term destiny.

2. COUNCIL TAX BASE IMPACTS & SOLUTIONS

Whilst there may be many local councils across the country which do not require financial support arising from the impact of Coronavirus, they may not yet have anticipated the longer term impact that it may have on their council tax base and hence their ability to raise the income they require from their precept to sustain existing services.

As the cost of meeting council tax benefit payments is a charge against Billing Authorities' collection funds, any significant increase in the number of claimants – and thus the overall cost – will result in a reduction in the council tax base and an increase in Band D council tax charge if the precept is maintained at the same level as the previous year.

In reviewing the number of furloughed employees proportionate to the electorate (e.g. it is understood that in Newark & Sherwood District Council there are currently some 14,000 people – over 10% of the total population) it is fair to conclude that there will be a significant increase in the level of unemployment and a knock-on increase in the level of council tax benefit being claimed.

As a broad-brush example, a 5% reduction in council tax base will result in a similar 5% increase in the Band D Council Tax Charge, if the precept figure remains unaltered from this year.

In summary, there will be considerable pressure on authorities to raise precepts in 2021/22 contrary to the Government's strong preference to maintain them at low, single digit levels of increase.

This will make longer term financial recovery for local councils far more difficult as they try to get their revenue accounts back into balance against a background of a declining tax base.

PROPOSAL

A re-instatement of the government grant to meet an increase in Council Tax Benefit payments from this years' baseline estimated figure. This grant is to be accounted for in each Billing Authorities' Collection Fund not their general fund revenue account and is phased over a number of years in line with a return of employment rates to the levels prior to Coronavirus.

This proposal would protect local councils from experiencing significant reductions in their ability to raise council tax income without large increases in the Band D charge.

Bills for Payment - 11th June to the 19th July 2020

Banwell Parish Council

Method	Payee	Details	Net Amount	VAT	Gross Amount		Minute agreed	Power
	Already Paid							
BACs	YMCA	Sessions in March	£480.00		£480.00		175/19	The Parish Council have resolved to use the General Power of Competence as of the 20th May 2019
DD	Mainstream	Phone and Broadband (DD 14.07.20)	£111.93	£22.39	£134.32		093/20	
DD	E-ON	Streetlight Power (DD 17.07.20)	£150.41	£7.52	£157.93		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	High Street Bank	£60.00		£60.00			
BACS	J K Gardening	Additional grass cutting Castle Hill & Wolverhill Rd	£55.00		£55.00			
BACS	J K Gardening	Watering Trees	Total £973.50		£150.00			
BACS	FOS UK	Dog Bin emptying	£339.00		£339.00		177/19	
BACS	Insight Cleaning	YCC Cleaning (deep clean)	£200.00		£200.00		39/19	
BACS	SLCC	Webinar x 3	£120.00	£24.00	£144.00		269/19 (i & ii)	
BACS	Weston Rail Services	PA testing	£50.00	£10.00	£60.00		H & S	
BACS	Weston Rail Services	Emergency bulkhead replacements x 3	Total £306.60	£41.10	£246.60		H & S	
BACS	Webglu	Managed Web service & twitter	£72.45	£14.49	£86.94		151/17	
BACS	Solution	Covid - 19 YCC supplies	£244.84	£48.97	£293.81	Waiting for delivery	H & S	
BACS	Marie Curie	Grant	£300.00		£300.00		122/20	
BACS	P. Harding	Covid - 19 Rec supplies	£32.39	£4.89	£37.28		H & S	
BACS	Churchill Minibus Socie	non-food essential parcel	£55.12	£8.22	£63.34	item		
BACS	E. Shayler	Overtime & Expenses (zoom, non food parcel & laptop)	£850.43	£106.16	£956.59		062/20	
SO	E. Shayler	Clerk's Salary (SO 26.07.20)	£1,569.86		£1,569.86		093/20	
DD	E-ON	YCC power (DD 25.07.20)	£90.26	£4.51	£94.77		093/20	
DD	Nest	Pension contributions (DD 26.07.20)	£152.18		£152.18		093/20	
DD	Cathedral Leasing Ltd	Supply of Hygiene Services	£129.99	£26.00	£155.99		093/20	
BACS	HMRC	PAYE and NI for Sept (12.08.20)	£591.05		£591.05		093/20	
DD	ICO	Data Protection Renewal Fee (16.08.20)	£40.00		£40.00		093/20	
		Totals	£6,127.87	£292.25	£6,420.12			

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	487.50	1,462.50
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	80.00	-80.00
		£0.00	0.00	£0.00	7,450.00	£567.50	6,882.50

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	950.00	0.00	0.00	88,632.00
		£90,682.00	3,000.00	£950.00	0.00	£0.00	88,632.00

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	6,881.46	19,118.54
202	Clerk pension	0.00	0.00	0.00	302.00	481.16	-179.16
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	563.00	337.00
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	10,000.00	7,000.00	4,046.00	12,954.00
211	Chairmans Allowance	0.00	0.00	0.00	250.00	0.00	250.00
212	Covid-19	0.00	0.00	976.60	0.00	1,173.40	-196.80
213	Bank Charges	0.00	0.00	0.00	100.00	29.70	70.30
		£0.00	0.00	£10,976.60	39,875.00	£15,721.24	35,130.36

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	347.61	502.39
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	1,177.50	3,096.69
305	Dog Bins	0.00	0.00	0.00	4,080.00	1,017.00	3,063.00
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	210.00	2,790.00
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	£5,127.49	9,674.10

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	509.00	1,291.00
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	794.00	706.00
		£0.00	0.00	£0.00	14,700.00	£3,053.00	11,647.00

Income		Bal. B/Fwd.	Receipts		Payments		Current Balance
Code	Title		Budget	Actual	Budget	Actual	Budget
501	Misc Income	0.00	0.00	150.29	200.00	0.00	350.29
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 £47,104.29 200.00 £0.00 -49,202.71

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	425.25	1,274.75
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	£12,527.50	-7,777.50

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	4,463.98	13,536.02
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	263.18	736.82
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	746.78	1,753.22
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	121.06	478.94
711	YCC Grass cutting	0.00	0.00	0.00	850.00	212.64	637.36
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	£6,561.14	28,712.86

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 £69,072.29 132,892.88 £44,037.87 140,318.61

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 30/06/2020		
	Cash in Hand 01/04/2020		186,593.72
	ADD Receipts 01/04/2020 - 30/06/2020		69,072.29
			255,666.01
	SUBTRACT Payments 01/04/2020 - 30/06/2020		48,192.28
A	Cash in Hand 30/06/2020 (per Cash Book)		207,473.73
	Cash in hand per Bank Statements		
	Cash 30/06/2020	0.00	
	Unity Trust Bank (20398572) 30/06/2020	56,246.42	
	Bonus saver account (81413459) 30/06/2020	44,598.27	
	Reserve Account (59678674) 30/06/2020	91,782.68	
	Current account (53357655) 30/06/2020	14,846.36	
			207,473.73
	Less unrepresented payments		0.00
			207,473.73
	Plus unrepresented receipts		0.00
B	Adjusted Bank Balance		207,473.73
	A = B Checks out OK		