



MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD REMOTELY AT 7:30pm ON MONDAY 15th FEBRUARY 2021

PRESENT: Councillors: Paul Harding (Chairman), Phil Adams, Paul Blatchford, Steve Davies, Nick Manley, Maggie McCarthy, Dawn Parry & Paul Philcox.

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

Cllr Harding opened the meeting by welcoming everybody.

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

Members of the public

It was raised that a van was being used as a residential property along Riverside. There were reports of buckets of an unknown substance being poured into the river, CCTV footage of someone using a nearby copse as a toilet and evidence of human excrement. The Police have been to visit but the vehicles were taxed and insured correctly. The Clerk was asked to involve Environmental Health Officer.

Community Beat Manager's report

The following report was received for the period 15/01/2021 to 15/02/2021.

Calls from Parish = 41 with the following selection of crimes reported: 2 abandoned 999 calls, 4 anti-social behaviour, 1 assault, 5 concerns for welfare, 4 covid-19 breaches, 1 criminal damage, 6 suspicious activity, 1 theft and 4 traffic related.

The Police were pleased that residents were able to access the Covid vaccine at Banwell Surgery. They asked that residents avoid parking opposite the Village Hall Car Park, on clinic days, to make it easier for Marshalls assisting vehicles in and out. Police cones will be placed along the road to mark out where residents should not park.

Your local Neighbourhood police team are still working as normal. If residents need any assistance from their local beat team, they were asked to get in touch via 101, Twitter @ASPWSM or the Avon and Somerset police website (in your area).

Ward Councillor's report

Cllr Haverson had the following items to report.

1. A thank you for the marshalling team at the Banwell Surgery vaccination centre.
2. Update on the potential planning breach along Riverside.
3. The latest executive meeting –
 - a. Plans for local businesses and the Weston Town Car park.
 - b. Update on sustainable building & places supplemental planning document and the reduction of the government cap on green initiatives.
 - c. Green infrastructure consultation, which includes Banwell becoming a pollinator highway and a wetland corridor.
4. Possible active transport links from Banwell to the surrounding villages.
5. North Somersets plans for 'Long Covid' clinics.

The meeting was convened.

018/21 To receive apologies for absence (agenda item 1)

Apologies were received from Cllr Baird.

019/21 To receive members' declarations of interest on any agenda item (agenda item 2)

No declarations of interest were received.

020/21 To approve as a correct record, the minutes of the Parish Council Meeting on the 18th January 2021 (agenda item 3)

Resolved – That the minutes of the Parish Council Meeting held on the 18th January 2021 be approved as a correct record.

The resolution was correctly proposed and seconded (unanimous)

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

021/21 To note the minutes of the Planning Committee held on 1st February 2021 (agenda item 4)

The minutes of the Planning Committee Meeting on the 1st February 2021 were noted.

022/21 To receive the Clerk's report/Exchange of information (agenda item 5)

i) Youth & Community Centre Sign

The Parish Council discussed the three signs and overall the preferred choice was sign 1.

ii) Climate Emergency Communications

This month's theme is 'Food Waste' for the Centre for Sustainable Energy (CSE) pilot Climate Communications for Parish Councils. Councillors were encouraged to like any posts to help them reach a wider audience.

iii) Window Wanderland

This was due in March but due to Covid it will be postponed until the autumn when the evenings draw in again.

iv) Youth Club Sign Competition

This was launched at the beginning of February and will run until the 1st of March. YMCA Dulverton to encourage Youth Club members to create some designs.

v) E-newsletter Survey

This is due to go live. The aim is to get information to inform a Communications Strategy and to support the Church in doing some research into the Parish Magazine.

vi) Resurfacing of Youth & Community Centre Car Park

The Youth & Community Centre car park is due to be resurfaced in the middle of March. Before this the shipping container is due to be delivered. This will enable the car park to be reopened after the Easter holidays.

vii) North Somerset's Peer Review of the Council's Service

Cllr Manley and the Clerk attended with a view to contribute to a discussion on what North Somersets planning service does well and the areas it could improve upon. Whilst there were elements that were useful then concern was raised that it was used as an opportunity to gripe by other Parish / Town Councillors who disagreed with decisions taken by North Somerset.

viii) **North Somerset's engagement with Town & Parish Councils**

Cllr Harding & the Clerk attended the first forum when Parish & Town Councils were encouraged to look at areas that North Somerset could work in partnership. The next forum is the 25th of February where the focus will be health and wellbeing. Councillors were asked to let the Clerk or Councillor Harding know of anything you would like brought up at the forum by the 24th of February.

ix) **GDPR and other European Legislation**

As of 11pm on the 31st December European regulations were brought into UK law (with some keeling schedule changes e.g. European law – UK law etc... Within this was a transitional agreement in relation to data and the free flow transfer of data between the UK and Europe for six months. Currently, the Parish Councils main data will not be affected for the accounts, cemetery data, website & emails as these are currently housed in the UK. However, there might be an impact on Microsoft 365 and dropbox although both are being looked at in relation to this.

023/21 To note the training and events available and agree any attendance (agenda item 6)

i) **1st March Virtual Chairing Skills 2021, 18:30 - 20:30 £35**

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

The resolution was correctly proposed and seconded (unanimous)

ii) **8th, 10th, 15th, or 22nd March ALCA Finance for Councillors £30**

No one to attend this webinar.

024/21 To authorise the following expenditure (agenda item 7)

i) **£195 for the annual CCTV maintenance for the YCC**

Resolved – To agree the cost of £195 for annual CCTV maintenance.

The resolution was correctly proposed and seconded (unanimous)

ii) **£394 for the annual spring weed spray**

Resolved – To agree the cost of £394 for the annual spring weed spray and to give the Clerk delegated powers to agree the autumn spray if necessary.

The resolution was correctly proposed and seconded (unanimous)

025/21 To consider a grant application from Banwell Scouting Association (agenda item 8)

Resolved – To agree a grant of £1,072.54 for 50% of the cost of the movement of the BT pole.

The resolution was correctly proposed and seconded (unanimous)

026/21 To consider an environmental grant application from Banwell School (agenda item 9)

Resolved – To agree a grant of £559 for the new environmental area at the school.

The resolution was correctly proposed and seconded (unanimous)

027/21 To agree the date of the annual Spring Clean (agenda item 10)

Resolved – That this year's Spring Clean will be 12th June 2021.

The resolution was correctly proposed and seconded (unanimous)

028/21 To review and approve the following documents (agenda item 11)

iii) Financial Regulations

Resolved – To agree the Financial Regulations with the following changes:

2.1 the removal of (if any)

9.4 the removal 'and shall be written off at the end in the year'

The resolution was correctly proposed and seconded (unanimous)

iv) Financial Risk Assessment

Resolved – To agree the financial risk assessment.

The resolution was correctly proposed and seconded (unanimous)

v) Standing Orders and addendum protocol for remote meetings

Resolved – To agree the Standing Orders and addendum protocol for remote meetings with non-gender specific language.

The resolution was correctly proposed and seconded (unanimous)

vi) Asset Register

Resolved – To agree the Asset Register.

The resolution was correctly proposed and seconded (unanimous)

029/21 To note the interim internal audit report December 2020 (agenda item 12)

Resolved – The interim internal audit report was noted.

The resolution was correctly proposed and seconded (unanimous)

030/21 To resolve that the Parish Council is satisfied that the existing internal audit process is satisfactory and meets all the statutory requirements (agenda item 13)

Resolved – That the Parish Council is satisfied that the existing internal audit process is satisfactory and meets all the statutory requirements.

The resolution was correctly proposed and seconded (unanimous)

031/21 To discuss North Somersets Wellbeing strategy Consultation' and agree a response (agenda item 14)

Councillors were encouraged to complete the survey as individuals and then raise anything with the Clerk or Cllr Harding which they would like brought up at the Health & Wellbeing Forum on the 25th February.

032/21 To authorise bills for payment (agenda item 15)

Resolved: To authorise February's bills for payment of £5,542.89. Cllr Harding and Cllr McCarthy to authorise the BACs payments.

The resolution was correctly proposed and seconded (unanimous)

033/21 To note the Parish Council's end of January's bank balances and bank reconciliation (agenda item 16)

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

034/21 Dates of the next meetings (agenda item 17)

1st March 2021 7pm Planning Committee remotely <https://us04web.zoom.us/j/279564797>

1st March 2021 TBD Employment Committee remotely <https://us02web.zoom.us/j/88531014026>

15th March 2021 – 7:30pm Parish Council Meeting <https://us02web.zoom.us/j/82684306618>

The Chairman closed the meeting at 20:30

.....Chairman

.....Date

DRAFT

Bills for Payment - 18th January to the 9th February 2021
Banwell Parish Council

Method	Payee	Details	Net Amount	VAT	Gross Amount	Comments	Minute agreed	Power	
Already Paid									
BACS	The Bell	Christmas Meal Initiative	£150		£150		211/20	The Parish Council have	
DD	Mainstream	Phone and Broadband (DD 15.01.21)	£9.50	£1.90	£11.40		093/20		
To Pay									
DD	E-ON	Streetlight Power (DD 16.10.20)	£155.43	£7.77	£163.20		093/20		
DD	E-ON	YCC power (19.11.20)	£68.57	£3.43	£72.00		093/20		
BACS	J K Gardening	Grass cutting @ Rec Ground & Knightcott Bank	£141.75		£141.75				
BACS	J K Gardening	Grass cutting @ Riverside	£70.87		£70.87				
BACS	J K Gardening	Grass cutting @ YCC	£70.88		£70.88				
BACS	J K Gardening	Grass cutting @ Banwell Cemetery	£162.50		£162.50				
BACS	J K Gardening	Village orderly	£392.50		£392.50				
BACS	J K Gardening	Hedges, rec, Riverside, YCC	£310.00		£310.00		H & S		
BACS	FOS UK	Dog Bin emptying	£339.00		£339.00		177/19		
BACS	Insight Cleaning	YCC Cleaning	£192.00		£192.00		39/19		
BACS	YMCA	Youth Club Jan	£480.00		£480.00		175/19		
BACS	SPFA	Annual subscription	£15.00		£15.00		229/20 (i)		
BACS	SLCC	Getting People engaged with Social Media	£35.00	£7.00	£42.00		007/21 (ii)		
BACS	DS Securities	Annual monitoring charge for CCTV	£145.00	£29.00	£174.00		24/21 (i)		
BACS	E. Shayler	Overtime & Expenses (zoom)	£100.15		£100.15		Admin		
SO	Officer Salaries	Officer Salaries (SO 26.02.21)	£1,955.95		£1,955.95		093/20		
DD	Nest	Pension contributions (DD 26.02.21)	£151.67		£151.67		093/20		
DD	Calor Gas	Standing Charge	£15.45		£15.45		093/20		
DD	Water 2 Business	Water / Sewage Bill	£48.97		£48.97		093/20		
BACS	HMRC	PAYE and NI for Sept (12.03.21)	£620.57		£620.57		093/20		
Totals			£5,480.76	£49.10	£5,529.86				
Transfer	Unity	Natwest Current Account to Unity Trust Current Account	£20,000		£20,000				



MINUTES OF THE MEETING OF THE PLANNING COMMITTEE HELD REMOTELY AT 7pm ON MONDAY 1st MARCH 2021

PRESENT: Councillors Paul Blatchford, Steve Davies, Paul Harding, Nick Manley (Chairman), Paul Philcox.
IN ATTENDANCE: Mrs Liz Shayler (Clerk)

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

- A member of public requested clarification about how the Parish Council fit into the consultation and decision-making process.
- The Planning agent for 21/P/0094/FUL Rolstone Farm spoke in favour of the application.
- The Applicant for 21/P/0094/FUL Rolstone Farm, 20/P/3081/RM Parklands & 21/P/0223/FUL Wolvershill Road spoke in favour of the applications.

Cllr Manley convened the meeting by welcoming everyone.

13/21 To receive apologies for absence (agenda item 1)

Cllr Baird sent his apologies.

14/21 To receive declarations of interest (agenda item 2)

No interests were declared.

15/21 To approve as a correct record the minutes of the Planning Committee Meeting held on the 1st February 2021 (agenda item 3)

Resolved – That the minutes of the Planning Committee Meeting held on the 1st February 2021 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.

16/21 To agree a response to North Somersets Creating Sustainable Buildings and Places Supplementary Planning Document Consultation (agenda item 4).

Resolved – That Councillor Manley collate any responses from the Councillors submitted by the 5th March. The collated responses to be emailed to the Councillors and then submitted to North Somerset.

The resolution was correctly proposed and seconded (unanimous)

17/21 To note and comment upon planning applications (agenda item 5).

(i) 21/P/0094/FUL Rolstone Farm, West Rolstone Road, Hewish. BS24 6UU

Change of use of existing agricultural building and external alterations to create 5no. General Industrial (Use Class B2) units within the existing covered steel framed barn structure.

Resolved – That whilst the Parish Council normally support local businesses, to object to this application for the following reasons.

- Lack of detail about the proposed use of the barns and their impact on the surrounding area
- Concern about the size of the vehicles which will need to access the site given the local road infrastructure.
- Road safety on the surrounding road infrastructure

The resolution was correctly proposed and seconded (unanimous)

- (ii) **20/P/3081/RM Parcels 2.1a, 2.1b, 2.2a and 2.2b at Parklands Churchland Way.**
Reserved matters application for matters of access, appearance, landscaping, layout, scale for the erection of 77no. dwellings with associated roads, footways, parking, drainage, landscaping and public open space pursuant to 12/P/1266/OT2.

This application was noted.

- (iii) **21/P/0159/FUH 11 West Street, Banwell. BS29 6DA**

Proposed single storey rear extension.

Resolved – To support this application.

The resolution was correctly proposed and seconded (unanimous)

- (iv) **21/P/0192/FUL Waterloo Farm, Silvermoor Lane, Banwell. BS29 6LL**

Change of use from former agricultural building /equestrian to light industrial use (Use Class E) (retrospective)

Resolved – That whilst the Parish Council normally support farm diversification, to object to this application for the following reasons.

- Lack of detail about the retrospective use of the site.
- Lack of detail about the retrospective frequency and size of transport servicing the site given the local road infrastructure.

The resolution was correctly proposed and seconded (unanimous)

- (v) **21/P/0201/AOC Land South of Churchland Way, Wolvershill Road, Banwell.**

Request to discharge condition Nos. 12, 28, 30, 31, 34, 37, 38, 39, 40, 46 and 48 on application 17/P/5586/RM

This application was noted.

- (vi) **21/P/0223/FUL Land South of Wolvershill Road, Banwell.**

Variation of Condition 8 (Noise Mitigation) of approved application 16/P/2744/OT2 to allow the noise bund to be delivered in 2 phases.

This application was noted.

- (vii) **21/P/0247/FUH Rowan Wick Wolvershill Road Banwell BS29 6DR**

Demolition of 4no precast concrete garages and proposed erection of 1no double garage and 1no single garage.

Resolved – To support this application.

The resolution was correctly proposed and seconded (unanimous)

- (viii) **21/P/0312/FUL The Manor 1 Castle Hill Banwell BS29 6BL**

T1 - Cedar/Lawson - crown reduce by 1-2m.

This application was noted.

18/21 To note planning decisions – (agenda item 6)

- (i) **20/P/2485/FUH The Withies Riverside Banwell BS29 6EH**

Proposed demolition of the single storey Eastern wing of the existing dwellinghouse; proposed erection of a single storey side and two storey extension. **APPROVED**

- (ii) **20/P/2539/FUL Court Farm Moor Road Banwell BS29 6ET**

Proposed first floor extension to provide additional accommodation to existing single storey holiday cottage. **WITHDRAWN**

- (iii) **20/P/2569/FUH 20 Church Street Banwell BS29 6EA**
Proposed first floor rear extension above existing utility and alterations to the vehicular access. **APPROVED**
- (iv) **20/P/2875/FUH 13 Towerhead Road Banwell BS29 6PQ**
Conversion/extension of existing garage/outbuilding to North West of main house. **APPROVED**
- (v) **20/P/3070/FUH 30 High Street Banwell BS29 6AE**
Demolition of existing rear conservatory; Proposed erection of a ground floor and first floor rear extension, rear raised patio at ground floor level and associated external alterations. **APPROVED**
- (vi) **20/P/3222/FUH 18 Westfield Road Banwell BS29 6BA.**
Proposed two storey side extension and associated internal alteration. **APPROVED**
- (vii) **20/P/3223/OUT 28 Queens Road Banwell BS29 6BB**
Outline application for the demolition of a side extension of existing dwelling and erection of a 2-bedroom dwelling to the side (all matters reserved for subsequent approval). **REFUSED**

The Clerk informed the Committee that one more application had been decided since the agenda had been published.

- (viii) **20/P/3250/FUL Caravan Park Stonebridge Farm Wolverhill Road, Banwell BS29 6AE**
Variation of Condition 1 of planning permission 18/P/5105/FUL to extend the operation life of the touring caravan site to 30 November 2024. **APPROVED**

19/21 Date of the next meeting (agenda item 7)

15th March 2021, 7:30pm Parish Council Meeting remotely <https://us02web.zoom.us/j/308292669>
Tuesday 6th April 2021, 7pm Planning Meeting remotely <https://us04web.zoom.us/j/279564797>

The Chairman closed the meeting at 19:25

.....Chairman
.....Date

Agenda Item 5 – Officer’s Report

(i) Climate Emergency Communications

This month’s theme is about “Local Travel” and will focus on encouraging people to fly less and travel more locally for holidays. As the trial comes to an end the trial organisers (CSE) have requested feedback from both the Council and the community. CSE will be sending a template questionnaire to share on social media for parishioners to fill out and feedback is welcome from Council. CSE are extending the free trial by one month so content can continue throughout April. After this, a paid subscription service may be available if the trial is deemed successful (more detail to follow when available).

(ii) ASDA Grant

The Parish Council were awarded £300 for their Christmas initiative and our work in the community with food parcels. The aim is that the Easter Food Club initiative will use a portion of the ASDA “Feeding the Community” grant, which amounted to £300. Money will go towards supplying ingredients and cooking equipment for pupil premium families to enable anyone who wants to take part in the online cooking classes to do so this Easter.

(iii) Resurfacing of Youth & Community Centre Car Park

The container has arrived.

(iv) Wrington Vale Rotary Club

The rotary club have contacted us to say they are beginning their weed clearing project again and will be working in the village over the coming months.

(v) Strawberry Line Volunteers

The Strawberry line volunteers have contacted us to say they have litter picked along the A371 and cleared the bench at the top of Castle Hill.

Agenda item 6 - Terracycle Recycling Station

Terracycle offers recycling collection points for many items that are not recyclable through Council collections. Currently, a free Cathedral City scheme is being rolled out, recycling any brand of soft plastic cheese packaging. It is free to sign up as a collection point and a free UPS postage label supplied. Drop off/collection boxes are not supplied and a box no larger than 60x60x50cm will need to be sourced for sending off wrappers when full. Once restrictions allow the building to re-open, parishioners could drop off their empty, clean cheese wrappers to the Y.C.C, which would be the ideal community collection point. To participate in this scheme, an application form for consideration will be filled out.

It is recommended that Council agree to apply for the Y.C.C to become a Terracycle drop off location for the Cathedral City recycling scheme and to supply cardboard boxes to ship the materials (free re-used boxes to be sourced where possible).

Agenda item 7 – National Walking Month

National Walking Month

North Somerset Council’s Active Travel & Public Health Teams are promoting National Walking Month in May. The teams want to help people reconnect with immediate extended family and friends (if restrictions allow) and reduce social isolation through walking. The aim will be to promote the benefits of walking, promoting the free walking app “Go Jauntly”, promoting the NHS Active 10 app and to celebrate individuals who are walking more since the pandemic began. North Somerset are encouraging Town and Parish Councils to support the initiative through social media, setting community challenges and/or promoting the initiative at events.

It is recommended that Council agree to support National Walking Month by promoting the initiative online and to consider running walking events with volunteers (restriction dependent).

Agenda item 8 - Cyber awareness e-course

SLLC are doing a Cyber Awareness e-course delivered by Kaspersky, a world leader in cyber security in partnership with Microshade VSM, providers of secure cloud computing to the local council sector. Councils are particularly vulnerable to Cyber Criminals as so much information is available in the public domain. This six-month, online training course utilises the Automatic Security Awareness Platform (ASAP) to deliver bite-sized learning via email. It is thought that this will support Clerks with both auditors and the Data Commission. £49 + VAT.

It is recommended that Council agree to the Clerk undertaking the Cyber Awareness e-course at the cost of £49 + VAT

Agenda item 9 - veil pop up page

Banwell PCs web providers have submitted a quote for the creation of a “veil” popup page for the Council website. The providers can create a universal popup module that appears when users first visit the website. The popup will overlay the existing website and allow us to format content including images and text. This will allow visitors of the Council website to be able to click anywhere on the screen or a close button to hide the popup. This popup veil screen will be used for current, high priority Council information such as: the community picnic, events, death of a senior figure or important news. The cost for this development would be £150 + vat.

It is recommended that Council agree to commission Webglu to create a veil popup page for important information and events at the cost of £150 + VAT.

Agenda item 10 - dog bin emptying contractors

Our current contractor was given a written warning in November and another on the 3rd March after a series of late collections and lack of communication.

Working with other Parish / Town Councils in January three companies were investigated and two more in February. Two were approached formally.

Contractor	Other Comments	Per bin	Annual
A	A new service run by a Town Council working with local councils for the last 6 months. Good review	£6	£6240
B	An established company working with local Parish Councils (Long Ashton) for the last 4 years. Good review	£5	£5200

It is recommended that Council hire contractor B to undertake the Dog Bin emptying contract with a probation of 6 months.

Agenda item 11 - North Somerset grant

The funding is drawn from the Covid financial support that NSC has received from central government. This means that it must be used to support:

1. Assessment of the support needs of local people at risk from Covid-19 and its wider effects.
2. Delivery of the required support to them
3. Promotion of the available support

The funding was allocated to NSC on the basis of the number of Clinically Extremely Vulnerable people within each town / parish.

Given the terms of the funding, the £1,502.80 must be used as investment into the ongoing development of community-based support. It should not be offset against any other expenditure on this work.

Suggestions from me include

1. No thoughts yet, suggestions welcome
2. Possible digital divide work – providing electronic devices and teaching for CEV's but widening it to include anyone. Additional comms hours to include collating feedback for reports on effectiveness.
3. Promotion of the available support – additional hours for Comms Officer for promotion.

It is recommended that Council accept the grant.

Agenda item 12 - Easter initiatives

Chocs for Champs

The purchase of approximately 80 Easter Eggs for Banwell primary and secondary aged young people registered as either young carers or pupil premium at Banwell and Churchill School for approximately £80.

It is recommended that Council agree to purchase Easter Eggs at a cost of £80

Easter Food Club Initiative

Aim

- To support pupil premium / vulnerable families with food parcels.
- To encourage families to cook together.
- To make best use of surplus food bank donations, reducing food waste.

Background / Context

Given Covid, then a lot of families are struggling financially. Food Bank parcels can carry a stigma and so a food club idea enables people to get additional food without feeling it is a handout.

Given the generosity of the local community and a donation from the Weston Food bank, there is a surplus of some food items and approximately £655 in the Parish Council food bank cost code for food items.

It has been shown that cooking as a family can help teach kids how to eat healthier and make informed choices about the food they eat.

The local primary & secondary schools have expressed an interest in being involved along with local chefs / teachers.

Easter Food Club Initiative

The Easter Food Club Initiative will be a series of 4 online live cooking demos with local chefs / teachers using zoom during the Easter holidays. The live sessions will be recorded and made available to view again for a month.

Recipes have been tailored to include the most surplus ingredients. Recipe cards with ingredients list will be available in advance.

All parishioners will be able to join in with online sessions and supply ingredients themselves, but pupil premium and other families identified as vulnerable (through the primary and secondary school) to be given the option of a free food parcel with all ingredients and a selection of kitchen equipment.

Who's involved.

So far, the following groups have been approached and have expressed an interest in being involved.

- Banwell Primary School
- Churchill Academy Secondary School & Sixth Form
- Local Chef's

Costs / Funding

It is proposed to do the following to meet the costs:

- Use items already provided by Weston food bank / the community.
- Once ingredients list has been agreed to approach Weston food bank.
- To approach the 'Business in the Community' to see if they can fund / donate the kitchen equipment.
- To use the ASDA grant / money donated from the community for additional food / equipment items needed.
- NS Holiday Activities Fund.

It is recommended that Council agree to part fund the Easter initiative.

Agenda item 13 – Movement of the Annual Meeting

Currently legislation allowing virtual Parish Council meetings ends on the 7th May 2021.

Currently indoor face to face meetings would not be permissible until the 21st June 2021.

The law states that the Annual Meeting of the Parish Council must be between the 1st and 31st May.

The Annual Meeting was scheduled for the 17th May 2021. In case virtual meeting legislation isn't extended I would like to suggest that the Annual Meeting is moved forward to the 4th May 2021.

It is recommended that Council agree to move the Annual Meeting of the Parish Council from the 17th May to the 4th May 2021.

BANWELL PARISH COUNCIL - GRANT APPLICATION FORM

Name of organisation	Churchill and Langford Minibus Society
Name on bank account (for cheque payments)	As above
Registered Charity/Charity Number	Yes / 269811
Contact name and position with the group	Trevor Smallwood Chair
Contact name's home address.	REDACTED
Contact name's telephone number and email address.	REDACTED
Purpose for which the grant would be used and who will benefit from it (in particular in reference to Banwell residents).	Minibus trips post lockdown
Describe the evidence you have obtained that shows a need for the grant.	The recent lockdown experience has reduced the number of trips although insurance has still been paid and the minibuses and drivers have been used to provide mutual aid during the pandemic.
Grant amount being requested including a breakdown of costs.	£500 towards the insurance costs of over £2000
Number of members in the Group	200 society members spread over 5 parishes After lockdown an expectation to increase the number of trips available to all of the parishes.
Total spent by the group in the year <small>(Any figures should be for the last financial year of the organisation).</small>	£6503
Total received by the group in the year	£7418
Who has also been approached for funding for this project.	Winscombe Churchill and Shipham Parish councils
Main income sources – please itemise <small>(A summary statement of accounts (e.g. receipts and payments plus the bank balance) should be attached. It is preferable, but not essential, if the accounts have been audited).</small>	Parish Council grants; Winscombe, Churchill, Winford REDACTED - Accounts with Banwell Clerk (available by Councillors on request)
Current bank balance (please state date)	Lloyds £6,093 @23 rd February 2021
Special/other considerations	

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

Signature.....Trevor Smallwood Date...26 February 2021
 (Electronic submissions can use electronic signatures) This form should be submitted to the Parish Council either by email: clerk@banwellparishcouncil.org.uk or to the Parish Office, Banwell Village Hall, Westfield Road, Banwell. BS29 6BW.

Bills for Payment - 18th January to the 9th February 2021

Banwell Parish Council

Method	Payee	Details	Net Amount	VAT	Gross Amount	Comments	Minute agreed	Power	
Already Paid									
BACS	1st Banwell Scouts	50% payment for moving the BT pole	£1,072.54		£1,072.54		25/21	The Parish Council have	
BACS	Banwell School	Grant for environmental area	£559		£559		26/21		
BACS	Urban Windows	Replacement YCC doors	£4,083.33		£4,900.00		213/20 (ii)		
	Unity Trust	Credit Card set up fee	£50.00		£50.00		217/20		
DD	Mainstream	Phone and Broadband (DD 15.03.21)	£2.54	£0.51	£3.05		093/20		
To Pay									
DD	E-ON	Streetlight Power (DD 16.03.21)	£155.43	£7.77	£163.20		093/20		
DD	E-ON	YCC power (19.03.21)	£50.87	£2.54	£53.41		093/20		
BACS	J K Gardening	Grass cutting @ Rec Ground & Knightcott Bank	£141.75		£141.75				
BACS	J K Gardening	Grass cutting @ Riverside	£70.87		£70.87				
BACS	J K Gardening	Grass cutting @ YCC	£70.88		£70.88				
BACS	J K Gardening	Grass cutting @ Banwell Cemetery	£162.50		£162.50				
BACS	J K Gardening	Village orderly	£392.50		£392.50				
BACS	J K Gardening	Hedges, rec, Riverside, YCC	£60.00		£60.00		H & S		
BACS	FOS UK	Dog Bin emptying	£339.00		£339.00	Awaiting invoice to include 1 extra week.	177/19		
BACS	Insight Cleaning	YCC Cleaning	£192.00		£192.00	Includes carpet clean	39/19		
BACS	YMCA	Youth Club Feb	£360.00		£360.00		175/19		
	Webglu	Quartely Fee	£179.90	£35.98	£215.88		151/17		
BACS	Containers Direct	Shipping Container	£1,765.00	£353.00	£2,118.00		124/20 (iv)		
	ALCA	Virtual Chairman Webinar	£35.00		£35.00		023/21 (i)		
BACS	ALCA	Annual Subscription	£652.15		£652.15	awaiting agenda item	007/21 (ii)		
BACS	E. Shayler	Overtime & Expenses (zoom, vaccine clinic items inc high viz, anti bac gel & wipes, wheeled bucket, bin liners & diary)	£130.45	£23.25	£153.70		Admin, covid, H&S & YCC		
SO	Officer Salaries	Officer Salaries (SO 26.03.21)	£1,956.15		£1,956.15		093/20		
DD	Nest	Pension contributions (DD 26.03.21)	£142.29		£142.29		093/20		
BACS	HMRC	PAYE and NI for Sept (12.04.21)	£559.00		£559.00		093/20		
Totals			£7,418.28	£423.05	£7,841.33				

Banwell Parish Council
Net Position by Cost Centre and Code

Cost Centre Name**Cemetery & Memorials**

Code	Title	Bal. B/Fwd.	Receipts		Payments		Current Balance
			Budget	Actual	Budget	Actual	Budget
101	Cem Grass Cutting	0.00	0.00	0.00	1,950.00	1,787.50	162.50
102	Cem paths / trees / garden	0.00	0.00	0.00	300.00	8,636.67	-8,336.67
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	45.00	4,955.00
105	Env Fee	0.00	0.00	0.00	0.00	200.00	-200.00
106	Cemetery software	0.00	0.00	0.00	0.00	374.40	-374.40
		£0.00	0.00	£0.00	7,450.00	£11,043.57	-3,593.57

Cemetery Income

Code	Title	Bal. B/Fwd.	Receipts		Payments		Current Balance
			Budget	Actual	Budget	Actual	Budget
110	Cemetery Income	90,682.00	3,000.00	4,130.00	0.00	0.00	91,812.00
		£90,682.00	3,000.00	£4,130.00	0.00	£0.00	91,812.00

Clerk & Administration

Code	Title	Bal. B/Fwd.	Receipts		Payments		Current Balance
			Budget	Actual	Budget	Actual	Budget
201	Salary & NI	0.00	0.00	0.00	26,000.00	26,700.20	-700.20
202	Clerk pension	0.00	0.00	0.00	302.00	1,718.26	-1,416.26
203	Advertising	0.00	0.00	0.00	300.00	50.00	250.00
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	970.00	-70.00
206	Audit Fee	0.00	0.00	0.00	1,000.00	725.00	275.00
207	Legal Costs	0.00	0.00	0.00	500.00	723.00	-223.00
208	Training Clerk	0.00	0.00	0.00	800.00	615.00	185.00
209	Training Councillor	0.00	0.00	0.00	600.00	350.00	250.00
210	Grants & Donations	0.00	0.00	10,000.00	7,000.00	5,623.53	11,376.47
211	Chairmans Allowance	0.00	0.00	0.00	250.00	0.00	250.00
212	Covid-19	0.00	0.00	0.60	0.00	706.25	-705.65
213	Bank Charges	0.00	0.00	0.00	100.00	84.75	15.25
214	Covid-19 food bank	0.00	0.00	2,212.00	0.00	1,837.44	374.56
		£0.00	0.00	£12,212.60	39,875.00	£42,574.95	9,512.65

Environment

Code	Title	Bal. B/Fwd.	Receipts		Payments		Current Balance
			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	1,299.57	-449.57
303	Env Hedge / Fence / Tree Work	0.00	0.00	0.00	300.00	621.67	-321.67
304	Village Orderly	0.00	435.81	435.81	4,710.00	4,317.50	392.50
305	Dog Bins	0.00	0.00	0.00	4,080.00	3,390.00	690.00
306	Env Maintenance / Inspect Riversi	0.00	0.00	0.00	2,500.00	612.00	1,888.00
307	Env Projects	0.00	0.00	1,700.00	3,000.00	2,122.50	2,577.50
308	Env Grant	0.00	11,000.00	7,149.52	2,000.00	559.00	-2,409.48
309	Play Equipment	0.00	0.00	0.00	0.00	0.00	0.00
		£0.00	13,083.69	£10,933.21	19,087.88	£14,570.12	2,367.28

Highways

Code	Title	Bal. B/Fwd.	Receipts		Payments		Current Balance
			Budget	Actual	Budget	Actual	Budget
401	Street light power	0.00	0.00	0.00	1,800.00	1,737.38	62.62
402	Street light maintenance	0.00	0.00	0.00	3,500.00	3,500.00	0.00
403	Street light upgrade	0.00	0.00	0.00	7,900.00	7,675.00	225.00
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	£13,709.77	990.23

Income

Code	Title	Bal. B/Fwd.	Receipts		Payments		Current Balance
			Budget	Actual	Budget	Actual	Budget
501	Misc Income	0.00	0.00	54.01	200.00	0.00	254.01
502	Annual Precept	0.00	93,908.00	93,908.00	0.00	0.00	0.00

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

503 VAT	0.00	0.00	2,877.19	0.00	0.00	2,877.19
504 CIL	401.00	3,000.00	0.00	0.00	0.00	-2,599.00
	£401.00	96,908.00	£96,839.20	200.00	£0.00	532.20

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	1,559.25	140.75
602	Rec Maintenance	0.00	0.00	0.00	2,500.00	72.00	2,428.00
603	Rec Tree & Fence Work	0.00	0.00	0.00	150.00	203.33	-53.33
604	Rec Inspections	0.00	0.00	0.00	400.00	217.00	183.00
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	£14,153.83	-9,403.83

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	22,953.93	-4,953.93
702	YCC repairs & maintenance	0.00	0.00	0.00	3,000.00	5,162.37	-2,162.37
703	YCC CCTV	0.00	0.00	0.00	2,000.00	145.00	1,855.00
704	YCC Electricity	0.00	0.00	0.00	1,000.00	703.22	296.78
705	YCC Gas	0.00	0.00	0.00	1,500.00	424.07	1,075.93
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	580.31	69.69
708	YCC cleaning & supplies	0.00	0.00	0.00	2,500.00	2,028.78	471.22
709	Office Equipment inc Website	0.00	0.00	4.61	3,000.00	3,688.21	-683.60
710	YCC phone & wifi	0.00	0.00	0.00	600.00	479.47	120.53
711	YCC Grass cutting	0.00	0.00	0.00	850.00	779.68	70.32
712	YCC hedge, fence & tree work	0.00	0.00	0.00	280.00	773.33	-493.33
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	1,408.00	1,300.00	0.00	2,708.00
		£0.00	1,300.00	£1,412.61	35,330.00	£37,757.91	-2,315.30

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	2,619.00	7,381.00
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	1,090.81	-90.81
805	YC subscriptions	0.00	400.00	169.30	0.00	0.00	-230.70
806	Tuck Shop	0.00	100.00	0.00	100.00	0.00	0.00
		£6,000.00	500.00	£169.30	11,600.00	£3,709.81	13,559.49

NET TOTAL

£97,083.00	114,791.69	£125,696.92	132,992.88	£137,519.96	103,461.15
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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 28/02/2021		
	Cash in Hand 01/04/2020		186,593.72
	ADD Receipts 01/04/2020 - 28/02/2021		137,698.82
			324,292.54
	SUBTRACT Payments 01/04/2020 - 28/02/2021		149,654.04
A	Cash in Hand 28/02/2021 (per Cash Book)		174,638.50
	Cash in hand per Bank Statements		
	Cash 28/02/2021	0.00	
	Unity Trust Bank (20398572) 28/02/2021	18,458.17	
	PC Reserve Saver account (81413) 28/02/2021	44,601.21	
	Cemetery Reserve Account (59678) 28/02/2021	86,568.76	
	Natwest Current account (5335765) 28/02/2021	25,010.36	
			174,638.50
	Less unrepresented payments		0.00
			174,638.50
	Plus unrepresented receipts		0.00
B	Adjusted Bank Balance		174,638.50
	A = B Checks out OK		