



MINUTES OF THE PARISH COUNCIL MEETING HELD IN BANWELL YOUTH & COMMUNITY CENTRE AT 7:30pm ON MONDAY 20th MARCH 2023

PRESENT: Councillors: Paul Blatchford (Chairman), Phil Adams, Mike Bailey, Kevin Gibbons, Paul Harding, Maggie McCarthy, Matthew Thomson and Tara Wright.

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

Cllr Blatchford welcomed everybody.

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

i) **Members of the public**

A member of Winscombe and Sandford Parish Council introduced himself and talked about how important and needed he felt the bypass was but that he wanted to explain why his Parish Council had voted against the application which was due to a concern that it will push the problem to their village and the poor mitigation in their Parish.

A local resident thanked the Parish Council for their work towards supporting the Bypass Application which had now been approved by North Somerset.

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

The following report was received for the period 20/02/2023 to 18/03/2023.

Incidents reported = 43 with the following selection of crimes reported: 1 abandoned 999 calls, 1 alarm, 3 antisocial behaviour, 1 assault, 2 concern for welfare, 1 fraud, 4 suspicious activity, 1 threat and 5 traffic related.

Unfortunately, your local Neighbourhood officer is not available at the "Coffee & chat" this month.

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

iii) **Ward Councillor's report**

Cllr Haverson gave a report on the following.

the Bypass Application had been approved by North Somerset Council. Although she is not a voting member of the Planning and Regulatory Committee she attended the meeting and was able voice her support. However, she still had concerns in relation to the impact of the proposed mitigation measures in the neighbouring villages. The next stage is the compulsory purchase orders public inquiry over the summer.

She reported on the new Bus demand Service of which she is going to become a bus champion..

- All old and new bus stop can be used and new virtual bus stops will be created.
- Flat rate £2 per trip, with links to Bristol, Bath and South Gloucestershire bus services
- There will be thirty, 16-seater buses operating between 7am and 7pm and users will be text 10 mins before the bus is due.
- It is only funded for 2 years and so it is important it is used.

The meeting was convened.

037/23 To receive apologies for absence (agenda item 1)

Apologies were received from Cllrs Davies, (who attended online), Nick Manley, Simon Arlidge and District Councillor Ann Harley.

038/23 To receive members' declarations of interest on any agenda item (agenda item 2)

No Declarations of interest

039/23 To approve as a correct record, the minutes of the Parish Council meeting on the 20th of February 2023 (agenda item 3)

Resolved – That the minutes of the Parish Council Meeting held on the 20th of February 2023 be approved as a correct record of the meeting with the following amendments.

The resolution was correctly proposed and seconded (unanimous with three abstentions due to absence)

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

040/23 To note the following committee Meeting minutes (agenda item 4).

i) Planning Committee Meeting held on the 6th of March 2023.

The minutes were noted.

ii) Employment Committee Meeting held on the 6th of March 2023.

The minutes were noted.

041/23 To ratify the employment of David Murphy as the new Communication, Marketing and Grant Funding Officer at NCP salary point 8 for 18 hours a week (agenda item 5).

Resolved – To ratify the employment of David Murphy as the new Communication, Marketing and Grant Funding Officer at NCP salary point 8 for 18 hours a week from the 13th of March 2023.

The resolution was correctly proposed and seconded (unanimous)

042/23 To receive the Clerk's report/Exchange of information (agenda item 6)

i) Recreation Ground and Riverside Green additional play equipment projects

The Recreation Ground installation has been completed although due to vandalism then the wet pour will need to be repaired. The Riverside equipment is due to be installed Thursday 16th March.

ii) Bypass decision

The Chairman informed the meeting that Banwell Bypass Application had been unanimously approved by North Somerset Council Planning and Regulatory Committee. Thanks were given to those who spoke in support of the scheme.

043/23 To note the training and events available and agree any attendance (agenda item 7)

i) ALCA e-learning on nimble

The training was noted.

ii) Breakthrough Communications Training via ALCA

The training was noted.

iii) **Finance Training via ALCA**

The training was noted.

iv) **'Scribe' Finance Training**

The training was noted.

v) **Various NALC Training**

The training was noted.

vi) **SLCC Three sessions 'How to Organise Community Events' £105**

Resolved – That the Comms Officer attend the SLCC's 'How to Organise Community Events' for £105.

The resolution was correctly proposed and seconded (unanimous)

vii) **SLCC 'Community Engagement' themed summit £120**

Resolved – That the Comms Officer attend the SLCC's 'Community Engagement' themed summit £120.

The resolution was correctly proposed and seconded (unanimous)

044/23 To approve the following expenditure (agenda item 8).

i) **£840 for the repair to the C1 Streetlighting Column at Riverside following ECIR test.**

Resolved – To agree the cost of £840 for the repair to the C1 Streetlighting Column at Riverside following ECIR test.

The resolution was correctly proposed and seconded (unanimous)

ii) **Approximately £110 a bench to replace the current wood for recycled plastic slats.**

Resolved – To agree the refurbishment of 3 benches.

The resolution was correctly proposed and seconded (unanimous)

iii) **£120 to clear of brambles the top section of Dark Lane to improve visibility.**

Resolved – To agree £120 to clear of brambles the top section of Dark Lane to improve visibility.

The resolution was correctly proposed and seconded (unanimous)

iv) **Approximately £500 for a new laptop for the Comms Officer.**

Resolved – To agree approximately £500 for a new laptop for the Comms Officer.

The resolution was correctly proposed and seconded (unanimous)

045/23 To reduce the public living room hours from 10 - 4pm to 10pm - 1pm but to keep it going throughout the year (agenda item 9):

Resolved – To reduce the public living room hours from 10 - 4pm to 10pm - 1pm but to keep it going throughout the year.

The resolution was correctly proposed and seconded (unanimous)

046/23 To discuss the possible installation of a flashing amber school sign at the entrance to the Methodist Church for approximately £3000 and agree a way forward (agenda item 10).

Resolved – To agree the installation of a flashing amber school sign at the entrance to the Methodist Church for approximately £3000 (if it's installation is approved by North Somerset Council)

The resolution was correctly proposed and seconded (unanimous)

047/23 To discuss Coronation memorabilia for Banwell Buddies and Banwell School and agree a way forward (agenda item 11):

Resolved – To agree to purchase for £373.96, Teddy Bears for Banwell Buddies and pins and wrist bands for those attending Banwell Primary School.

The resolution was correctly proposed and seconded (unanimous)

048/23 To note April 24th as the date of the 2023 Annual Assembly and agree expenditure of up to £60 for refreshments (agenda item 12):

Resolved – To agree a budget of £60 to purchase refreshments for the Annual Assembly.

The resolution was correctly proposed and seconded (unanimous)

049/23 To note the North Somerset Electric Vehicle Strategy Consultation and agree a response (agenda item 13).

North Somersets Electric Vehicle Strategy Consultation was noted and Councillors were encouraged to respond as individuals.

050/23 To agree that the Parish Council can be used as a case study for the purchase of the YCC solar panels (agenda item 14).

Resolved – To agree that the Parish Council can be used as a case study for the purchase of the YCC solar panels.

The resolution was correctly proposed and seconded (unanimous).

051/23 To authorise bills for payment for March (agenda item 15)

Resolved: To authorise the bills for payment sheet for March of £47,081.04. Cllr Harding and Cllr Blatchford to authorise the BACs payments.

The resolution was correctly proposed and seconded (unanimous)

052/23 To note the Parish Council's end of Februarys net position, bank balances and bank reconciliation (agenda item 16)

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

053/23 Dates of the next meetings (agenda item 17)

Monday 3rd of April 2023, 7pm Planning Committee at the Youth & Community Centre (YCC)

Monday 3rd of April 2023, TBD Youth & Community Centre Committee at the YCC

Monday 17th of April 2023, 7:30pm Parish Council Meeting at the YCC

Monday 24th of April 2023, 7:30pm Parish Assembly at the YCC

The Chairman closed the meeting at 20:40

.....Chairman

.....Date

DRAFT

Bills for Payment - 17th February to the 14th March 2023
Banwell Parish Council

Method	Payee	Details	Gross Amount	Comments	Minute agreed	Power
Already Paid						The Parish Council
DD	Mainstream	Phone and Broadband (DD 14.03.23)	£ 3.16		086/22	
DD	EDF	YCC Electricity (15.03.23)	£ 140.14		YCC 17/22	
DD	Npower	Streetlight Power (17.03.23)	£ 437.60		086/22	
To Pay						
BACS	J K Gardening	Grass cutting & Village Orderly	£ 838.50		086/22	
BACS	Ambience Landscape	Dog Bin emptying	£ 538.20		086/22	
BACS	Insight Cleaning	YCC Cleaning Dec 2022	£ 192.00		086/22	
BACS	Insight Cleaning	YCC Cleaning up to March 2023	£ 512.00		086/22	
BACS	YMCA	Programme costs	£ 405.00		086/22	
BACS	Weston Rail Services	Quarterly light maintenance	£ 1,050.00		Agenda item	
BACS	Weston Rail Services	ECIR Street light test	£ 1,008.00		009/23 (iv)	
BACS	Banwell Scouts	Grant for acoustic measures	£ 1,000.00		139/22	
BACS	Banwell Handy Man	Replacement box for gas shut off	£ 160.00		H & S	
BACS	SLCC	Community Buildings Training Summit	£ 72.00		020/23 (v)	
BACS	SLCC	Environmental Training Summit	£ 72.00		Agenda Item	
BACS	GB Sport	Aerial Runway maintenance & repair	£ 668.40		108/22 (ii)	
BACS	GB Sport	Wetpour under the nest swing	£ 4,434.00		192/22 (iii)	
BACS	GB Sport	Recreation Ground Works	£ 29,776.38		163/22	
BACS	Webglu	Quarterly website and emails	£ 232.80		086/22	
BACS	Glasdon	3 x Dog Bins	£ 1,052.32		024/23	
BACS	Neil Merrick	YC Food Club	£ 98.66		Grant received	
BACS	Officer Salaries	Underpayment, new salary, holiday pay	£ 763.32		Admin	
DD	Loyds Bank PLC	Multipay charge & costs (zoom, tuck, refreshments, stationary)	£ 148.35		086/22	
SO	Officer Salaries	Officer Salaries (SO 26.03.23)	£ 2,388.15		086/22	
DD	Nest	Pension contributions (DD 26.03.23)	£ 164.48		086/22	
DD	Unity Bank	Bank Charges	£ 30.60		086/22	
To be paid in financial year 2023/24						
DD	North Somerset	Waste Collection (DD 01.04.23)	£ 9.50		086/22	
DD	Avantia	Standing Charge & Delivery	£ 230.20		086/22	
BACS	HMRC	PAYE and NI for Sept (12.04.23)	£ 655.28		086/22	
Totals			£47,081.04			

The Parish Council have resolved to use the General Power of Competence as of the 20th May 2019



Minutes of the meeting of the Planning Committee held at Banwell Youth & Community Centre, 7pm on Monday 3rd of April 2023.

PRESENT: Councillors Nick Manley (Chairman) Steve Davies, Paul Harding, Tara, MccArthy, Paul Blatchford, Maggie McCarthy

IN ATTENDANCE: Mrs Liz Shayler (Clerk); David Murphy (Comms officer)

15/23 To receive apologies for absence (agenda item 1)

Apologies were received from Matthew Thompson.

16/23 To receive declarations of interest (agenda Item)

Interests were declared by Cllrs Blatchford and Davies due to their proximity to application 22/P/3059/FUH

17/23 To approve as a correct record the minutes of the Planning Committee Meeting held on the 6th of March 2023 (agenda item 3)

Resolved – That the minutes of the Planning Committee Meeting held on the 6th of March 2023 be approved as a correct record of the meeting.

The resolution was correctly proposed and seconded (unanimous)

The minutes of the meetings were signed by the Chair of the meeting as a correct record.

18/23 To note and comment upon planning applications (agenda item 4).

(i) 22/P/3059/FUH 20, Church Street, Banwell. BS29 6EA

Retrospective application for the erection of a timber clad outbuilding.

Resolved: Unanimous objection – Planning permission should have been sought prior to construction. Retrospective Planning Permission should not be sought within a Conservation Area.

The resolution was correctly proposed and seconded (unanimous)

(ii) 22/P/2909/FUL Land adjacent to 8A Orchard Close, Banwell.

Proposed erection of 1no. four-bedroom dwelling and a double garage.

Resolved: Unanimous objection for the following reasons:

- Part of the site is clearly outside the settlement boundary.
- For a new development there are no green measures included
- It does not allow for the previous conditions from the old application which would see reclaimed stone from the old ruin used in the new development.

Should the North Somerset Council Planning team be minded to approve this application, Banwell Parish Council request that all previous 17 conditions associated with this application be adhered to.

(iii) 23/P/0565/FUL Land South of Churchland Way and Wolvershill Road, Mead Fields, Banwell.

Application to vary condition 6 (acoustic survey prior to commencement) attached to planning permission 22/P/1186/FUL (Erection of a three storey, 66-bed care home for older people (Use Class C2), and associated outbuildings, access and parking) to allow for acoustic survey to be submitted prior to occupation.

This application was noted

19/23 To note the following planning applications (agenda item 5).

(i) 23/P/0411/TPO Shepton Copse, Banwell Woods, Towerhead Road, Banwell.

T - 1-7 Ash tree die back fell. General replanting is being carried out. Coppicing and layering of neglected hazel will also be undertaken to promote regeneration.

This application was noted

(ii) 23/P/0446/TRCA 12, High Street, Banwell BS29 6AE

T1 - Birch - Remove to ground level.

This application was noted

(iii) 23/P/0450/TPO Corner House, East Street Banwell BS29 6PD

T - 1 & T - 2 Hornbeams lift crowns to 2mtrs for clearance.

This application was noted

(iv) 23/P/0481/CRN Perries Hillend Locking BS24 8PG

Prior Notification for the change of use of an agricultural building to storage and distribution (Use Class B8)

This application was noted

(v) 23/P/0541/TPO Shepton Copse Part of Banwell Woods, Towerhead Road, Banwell.

A dead ash tree has blown over during recent gusty winds. It is hung up in an adjacent ash tree. It is proposed to bring the tree down to ground level to make it safe. The tree is located near the track leading through the woods and in an area where people may be visiting.

This application was noted

20/23 To note planning decisions – (agenda item 6)

(i) 22/P/1186/FUL Land South of Churchland Way and Wolvershill Road Mead Fields Banwell.

Erection of a three storey, 66-bed care home for older people (Use Class C2), and associated outbuildings, access and parking. **APPROVE with legal agreement.**

(ii) 22/P/1346/AOC Western Trade Centre Knightcott Banwell North Somerset BS29 6HS

Discharge of condition No. 8 (Flood Risk Assessment and Sustainable Drainage) No. 9 (design, implementation, maintenance and management of the sustainable drainage scheme) No. 10 (samples of the materials) No. 18 (replacement night roost for lesser horseshoe bats) on application 15/P/0968/O. **APPROVE (discharge condition)(RDC)**

(iii) 22/P/2698/AOC Rhodyate Farm, The Rhodyate, Banwell BS29 6NR

Discharge of Condition No.14 (Disabled Access) from application 21/P/3145/FUL. **APPROVE**

(iv) 22/P/2861/TRCA 11 East Street Banwell North Somerset BS29 6BN

T - 1 Sycamore crown reduction by up to 7 mtrs. T - 2 Fell Sycamore. **OBJECTION (TPO made)**

(v) 23/P/0394/AOC Stonebridge Wolvershill Road Banwell North Somerset BS29 6DR

Discharge of Condition No.5 (Tree Protection) and No.8 (Materials) on application 22/P/0896/FUH. **APPROVE**

21/23 Date of the next meeting (agenda item 7)

Planning Meeting Wednesday 3rd of May 2023 7pm at Banwell Youth & Community Centre

The Chairman closed the meeting at 19:15

.....Chairman

.....Date



Banwell Parish Council

MINUTES OF A MEETING OF THE YOUTH & COMMUNITY CENTRE (YCC) COMMITTEE HELD AT THE YCC, WEST STREET, BANWELL AT 7:15pm ON MONDAY 3rd APRIL 2023

Present: Cllrs Paul Harding, Nick Manley (Chairman), Maggie McCarthy (Vice-Chairman), Tara Wright, Steve Davies

In attendance: Liz Shayler (Clerk); David Murphy (Comms Officer)

01/23 To receive apologies for absence: (agenda Item 1)

Apologies were received from Alli Waller (YMCA Senior Lead Youth Worker)

02/23 To receive members' declarations of interest on any agenda item (agenda Item 2).

There were no declarations of interest received.

03/23 To approve, as a correct record, the minutes of the Youth & Community Centre Committee (YCC) minutes from the 5th of September 2022 (agenda Item 3)

Resolved: To approve, as a correct record, the minutes of the YCC Committee minutes from the 5th of September 2023.

The resolution was correctly proposed and seconded (unanimous)

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

04/23 To note the report from YMCA Dulverton on the current Youth Club provision (agenda Item 4)

The report received was noted. The Committee were happy with the number of attendees and with the feedback.

05/23 To complete the YMCA Dulverton appraisal process (agenda Item 5)

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

The resolution was correctly proposed and seconded (unanimous)

06/23 To receive the Clerk's report/exchange of information (agenda item 6)

- i) **Youth & Community Centre Redecoration**
This has now been completed.

07/23 To discuss the items below and agree a way forward (agenda item 7)

- ii) **Fencing at the entrance of the YCC**

The Clerk had spoken to North Somerset, who owned the fence, and they had suggested replacing the fence with planters. This was felt to be unacceptable, and the Committee would wait until June for a response as to what North Somerset intend on doing with it.

The resolution was correctly proposed and seconded (unanimous)

iii) **The use of YCC for free healthy cooking sessions for young people attending Weston Whippets.**

Resolved: To agree to allow Weston Whippets the use of the YCC for free for the cooking courses once every 2 months.

The resolution was correctly proposed and seconded (unanimous)

08/23 To note the Youth and Community Centre (YCC) and Youth Clubs Budgets (agenda item 8)

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

09/23 Date of Next Meeting (agenda item 9)

Youth & Community Centre Committee Meeting at Banwell Youth & Community Centre on June 5th 2023

The meeting closed at 19:30

Chairman.....

Date.....

DRAFT

YMCA –REVIEW OF PERFORMANCE

Period under review 4th of January 2023 to the 3rd of April 2023.

1. Are all contracted sessions being held? **Yes** / No where possible
Comments...
2. Are the numbers attending increasing? **Yes** / No / NA
Comments ...
3. Is a comprehensive range of activities being organized? **Yes** / No / NA
Comments... Yes they have a varied youth led programme
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...
5. YMCA arranging activities outside of the village? Yes / **No** / NA
Comments – No trips planned currently.
6. Are YMCA seeking other sources of funding for Youth Club activities? Yes / **No** / NA
Comments – N/A.
7. Is any feedback from users/parents positive? **Yes** / No
Comments – Very positive feedback received in relation to food sessions.
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
Comments...
10. Have any unannounced visits been made by Committee members since the review? Yes/**No**
Comments – last visit undertaken in July.
11. Any other comments
12. Conclusion – Satisfactory / Unsatisfactory
13. Action points for YMCA
 - To ensure a list of activities / Comms is being send to the Comms Officer when agreed by young people.
 - To ensure that Tuck and Sub is being banked at least every half term.
14. Action points for Youth Club Management Committee.
 - To purchase a pool cue

Clerks Report

i) Recreation Ground and Riverside additional Play Equipment

All main work has been completed. Swing frame is due to be painted and repairs to table tennis table when the weather is nicer. Roundabout paint and wet pour is due to be rectified.

ii) Donation from Ward Tree Surgeons of a Birch Tree to replace the memorial tree on the Recreation Ground

Ward Tree Surgeons have kindly donated a tree which will be used to replace the memorial tree which died on the Recreation Ground.

iii) School crossing and flashing amber lights

Having contacted NS planning a sign like this will require advertisement consent and they would be very concerned about both the principle and details of such a sign in the Conservation Area. As such they wished to discuss it with both the bypass team and the highways team to ensure all options had been explored, which they did. I am just waiting for planning to get back to me as to whether they can see a way forward.

iv) Coronation memorabilia for Banwell Buddies and Banwell School.

All ordered and will be delivered to the Buddies and the School on May 4th.

Asset	Location	Supplier	Purchase Price	Purchase Date	Estimated Cost 2021/22	Asset Value	Replacement Cost	Insured Value 2021/22	Comments
Land									
Recreation Ground	Westfield Road	Mr Day	Donated	1946	£ 1.00	£ 1.00	N/A		Left in will, owned by PC as Sole Trustees, land registered May 2017. Title ST334088
Land on which the village Hall is built	Westfield Road	Mr Day	Donated	1946	£ 1.00	£ 1.00	N/A		Left in will, owned by PC as Sole Trustees, given to Village Hall Foundation being investigated for registration
Riverside Green	Riverside	N/A	N/A	N/A	£ 1.00	£ 1.00	N/A		Land registered February 2020. Title ST356872. Valued in 1990 £10,000
Youth & Community / Children's Centre	West Street	Refit N. Somerset	Land is leased	N/A	Unknown	£ 503,000.00	N/A	£495,421	Refurbished by North Somerset in 2008.
Small parcels of land at Knightcott,	Knightcott Rd	N/A	N/A	N/A	£ 1.00	£ 1.00	N/A		Being investigated for land registration. Fenced 2021
Small parcels of land at top of Castle Hill.	Castle Hill	N/A	N/A	N/A	£ 1.00	£ 1.00	N/A		Land registered February 2020. Title ST356873.
Small parcels of land at path adjacent to 28 Church St	Church St	N/A	N/A	N/A	£ 1.00	£ 1.00	N/A		Being investigated for land registration. 28 Church St not registered. Bgollard erected 2019
Land on which Scout Hut & CC are located	West Street	N/A	Leased for 999yrs	1981	£ 1.00	£ 1.00	N/A		Leased on 999-year lease from Wessex Water. Land Reg title No. AV209120
Field behind CC	West Street	N/A	Licensed for 999yrs	1981	£ 1.00	£ 1.00	N/A		Held on a licence from Wessex Water.
Cemetery site	Off Church St.	N/A	£1	Late 1950's	£ 1.00	£ 1.00	N/A		Donated by local farmer. Land registered May 2017. Title ST334025
Track at Wint Hill Land at Quarry	Wint Hill	Woodspring / Axbridge District	N/A	1970's	£ 1.00	£ 1.00	N/A		Land registered February 2020. Title ST356875. Valued in 1990 £10,000
Village pump & walls	High Street	Unknown	Donated	1900's	£ 1.00	£ 1.00	N/A		Land registered February 2020. Title ST356874. Repointed and repainted May 2017
War Memorial & Land	West Street	Post Office	Donated	1920's	£ 1.00	£ 1.00	N/A		Land registered February 2020. Title ST356871. Repointed and repainted May 2017
Land SW & S of Springfield Gdns	Springfield Gdns	N/A							Land Reg Title Nos. AV90258 & 79772. Presently being investigated for removal.
Equipment in Recreation Ground:									All visually checked weekly, quarterly operational & annual independent inspection
Nest swing	Recreation Ground	Sutcliffe Play (SW) Ltd	£2,462	Spring 2010	£ 2,462.00	£ 2,462.00	£ 3,200.00	Play equip insured for £108,472	
Toddler swings	„	„	£1,153	Spring 2010	£ 1,153.00	£ 1,153.00	£ 1,600.00	“	



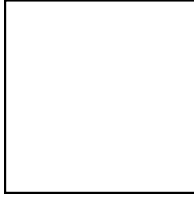

Springie helicopter	„	„	£622	Spring 2010	£ 622.00	£ 622.00	£ 800.00	“	
Hide & slide unit	„	„	£5,127	Spring 2010	£ 5,127.00	£ 5,127.00	£ 10,000.00	“	
Bench in toddler area	„	„	£344	Spring 2010	£ 344.00	£ 344.00	£ 400.00	“	
Circuit Climber unit	„	„	£11,147	Spring 2010	£ 11,147.00	£ 11,147.00	£ 15,000.00	“	
MUGA	„	„	£15,068	Spring 2010	£ 15,068.00	£ 15,068.00	£ 23,000.00	“	
Junior swings barriers	„	„	£1,856	Nov-11	£ 1,856.00	£ 1,856.00	£2600 £600	“	
Safagrass & safety surfacing, rec, riverside & MUGA	„	„	20604 £5811	Spring 2010 Nov 2011, Feb 20, Feb 23	20604 £5811	£ 36,860.00	£ 36,860.00	“	
Zipline	„	GB Sport	£4,002	Mar-20	£ 4,002.00	£ 4,002.00	£ 4,002.00	“	
Table Tennis Table	„	„	£3,036	Feb-20	£ 3,036.00	£ 3,036.00	£ 3,036.00	“	
Climber	„	„	£2,724	Feb-20	£ 2,724.00	£ 2,724.00	£ 2,724.00	“	
Sea-Saw	„	„	£1,038	Feb-20	£ 1,037.81	£ 1,037.81	£ 1,037.81	“	
Wheelspin	„	„	£ 6,296.90	Feb-23	£ 6,296.90	£ 6,296.90	£ 6,296.90	“	
Infinity Bowl	„	„	£ 1,692.00	Feb-23	£ 1,692.00	£ 1,692.00	£ 1,692.00	“	
bins x 2	„	„	£ 719.00	Feb-23	£ 719.00	£ 719.00	£ 719.00	“	
football goals	„	„	£ 3,948.00	Feb-23	£ 3,948.00	£ 3,948.00	£ 3,948.00	“	
Rec Fence	“	Keran Mellor	£9,727.58	June 2016 May 2017	£ 9,727.58	£ 9,727.58	£ 9,727.58	Gates & fences £16,876.68	
Picnic benches x 3	„	„	£2,205	June 2019 Dec 2019	£ 2,205.00	£ 2,205.00	£ 2,205.00	Street furniture insured for £31,518.13	
DA Picnic benches x 2	„	„	£1,140	01/12/2019 one replaced in 2021	£ 1,140.00	£ 1,140.00	£ 1,140.00	“	Estimated value of £100 per bench based on the ages/ sizes and materials of the benches.
2 x Weston benches	„	Donated	Unknown	Spring 2010 slats replaced 2023	£ 909.00	£ 1,000.00	Unknown traditional metal benches	“	
Equipment at Riverside:									All visually checked weekly with annual independent inspection
Swings	Riverside	Unknown	Unknown	Unknown	£ 1.00	£ 1,500.00	£ 2,300.00	Play equip insured for £108,472	
Climber	Riverside	Touchwood	£6,300	Aug-13	£ -	£ -	£ -	“	Removed as rotten 2019
benches x 3	“	Various	Unknown	Oct-08	Unknown	£ 250.00	£ 2,500.00	Street furniture insured for £31,518.13	Estimated value of £50 per bench based on the variety of ages/ sizes and materials of the benches.
bench	“	GB Sport	£1,008	Dec-21	£ 1,008.00	£ 1,008.00	£ 1,008.00	Street furniture insured for £31,518.13	New bench fitted from grant

Gates & fencing	"	Various	£6,500	Nov-23	£ 11,901.52	£ 11,901.52	£ 11,901.52	Gates & fences £16,876.68	
Defibrillators									
Defibrillator 14B00463141	Village Hall	Donated	£2,428.80	Aug-14	£ 2,428.80	£ 2,428.80	£ 2,428.80	Defib's insured for £5000	
Cabinet & Defibrillator HeartSine® 500P AED	Banwell News	AED	£1404 £1185	01/04/2014 14/07/2019	£ 1,404.00	£ 2,589.00	£ 2,428.80	"	
Defibrillator 16B00518884 HeartSine® samaritan PAD 500P defibrillator	Co-Op	AED	£2,428.80	Feb-17	£ 2,428.80	£ 2,428.80	£ 2,428.80	"	
Defibrillator 14B00463698	Boultoners	Donated	Donated	Sep-15	£ 2,428.80	£ 2,428.80	£ 2,428.80	"	
Office									
Acer / Lenovo Desktop Computer	Office	Acer / Lenovo	£397.46	Apr-16	£ 397.38	£ 397.38	£ 399.00	Office contents insured for £3269.60	
Lenovo Desktop Computer	Office	Acer / Lenovo	£397.46	Feb-20	£ 649.02	£ 649.02	£ 799.99	"	
HP Laptop	Office	Acer / Lenovo	£397.46	Feb-20	£ 539.98	£ 539.98	£ 539.98	"	
2 Printer/copiers	Office	HP & Canon Printers	Unknown	Unknown	£ 2.00	£ 2.00	£ -	"	1 printer at Clerks home as spare 2nd printer in storage neither to be replaced
HP Printer	Office	HP	AKT	£446.26	£ 446.26	£ 446.26	£ 446.26	"	
1 filing cabinets	Office	Unknown	Unknown	Unknown	£ 1.00	£ 1.00	£ 147.90	"	
Misc office equipment	Office Desk / Cupboards	Ikea	£120	01/07/2015 01/01/2017	£ 120.00	£ 120.00	£ 240.00	"	Ikea pigeon holes / Desk
Misc office equipment	Desk / filing cabinet / Chairs	Donated	Donated	Apr-19	£ 1.00	£ 1.00	£ 467.00	"	
Lap top, Projector & screen	Office	Optoma ES521	Part donation	Jan-12	£ 100.00	£ 100.00	£ 369.00	Office contents insured for £3,269.60	PC contribution £100
6 Laptops supplied to Councillors	Individual Councillors	Acer	£1,423.38	May-16	£ -	£ -	£ -	"	Removed from service and replaced
3 Laptops supplied to Councillors	Individual Councillors	Lenovo Del	£1,128	Apr-17	£ 1,128.00	£ 1,128.00	£ 1,128.00	Business equipment £5,000	
4 Laptops supplied to Councillors	Individual Councillors	Various	£1,450	Jul-20	£ 1,449.94	£ 1,449.94	£ 1,449.94	"	
2 Laptops supplied to Councillors	Individual Councillors	Various	£467	Dec-21	£ 466.65	£ 466.65	£ 466.65	"	



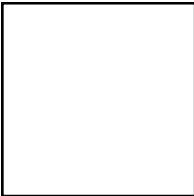
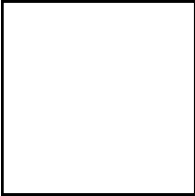
Street lights x 67	Various	SEC	Unknown	Variety	£ 13,610.00	£ 24,254.00	All upgraded to LED. Column approx £1000	"	Inspected and electrical safety check completed in Jan 2017. Asset figure based on insurance value.
Dog bins x 22	Various	NSC	Unknown	Variety	£ 2,000.00	£ 3,000.00	£300 per bin (plus £50 for fixing) = £2000	"	All inspected Jan 2019 and repaired/replaced as necessary. Estimated value of £100 per dog bin based on the variety of ages of the bins.
Benches x 10	Various	Various	Unknown Donated	Variety - unknown	£ 2,000.00	£ 1,000.00	£200 x 10 = £2000	"	Estimated value of £100 per bench based on the variety of ages/ sizes and materials of the benches.
Litter bins x 3	Various	Various	Unknown Donated	Unknown	£ 5.00	£ 5.00	£270 x 3 = £810	"	
Notice boards x 2	West St car park Rec	Unknown	Unknown £413	Unknown	£150 £413	£ 563.00	Mounted £288 Free £501	"	West Street board value based on its age.
Banwell/Potigny road signs x 4	Various	Unknown	Unknown	Unknown	£ 4.00	£ 4.00	TBV	"	
Memorial stones;	West St/ Riverside x 2 /Golling Lane	Unknown	Donated	Unknown	£ 3.00	£ 3.00	TBV	"	
Jubilee Gate	East Street	Wally Rice	Donated	Unknown	£ 1.00	£ 1.00	TBV	"	
War memorial	West St	Unknown	Donated	Unknown	£ 1.00	£ 1.00	N/A	Not materially insured	Cleaned by Wells Cathedral Stonemasons Autumn 2011/ repointed October 2016.
Total Asset Values in Red						£725,529.60			For the purposes of the AGAR £725,530






For the purpose of this asset register the Council has set a de minimus limit of £100 for which assets are not recorded on the register this excludes land, historical artefacts and assets with a replacement value of over £100.

See separate Inventory of items in Banwell Fire Station under the care of Banwell & District Volunteer Fire Unit. (Prepared by Roy Rice September 2011) and Youth Club inventory which are not included above due to the de minimus limit


ASSET	MANUFACTURER	SAFER SURFACING	RISK ASSESSMENT	
Fencing and signage	Unknown	N/A	Low	
FINDINGS				
◆ Satisfactory				
IMAGES (if appropriate)				
				
RECOMMENDATIONS : Monitor				


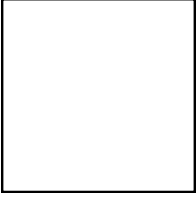
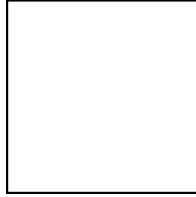

ASSET	MANUFACTURER	SAFER SURFACING	RISK ASSESSMENT	
Entrance gates x 4	Steelway x3 Prosafe x1		Low	
FINDINGS				
◆ Satisfactory				
IMAGES (if appropriate)				
				
RECOMMENDATIONS : Monitor				


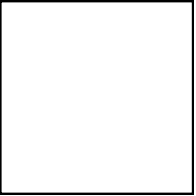


ASSET	MANUFACTURER	SAFER SURFACING	RISK ASSESSMENT	
Litter Bins x 2			Low	
FINDINGS				
◆ Satisfactory				
IMAGES (if appropriate)				
				
RECOMMENDATIONS : Monitor				



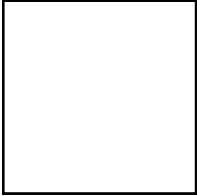
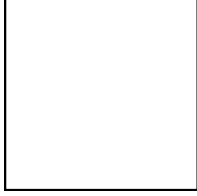
ASSET	MANUFACTURER	SAFER SURFACING	RISK ASSESSMENT
Seating			Low
FINDINGS			
<ul style="list-style-type: none"> ◆ .Signs of minor fire damage to tops of 2 no picnic tables 			
IMAGES (if appropriate)			
			
			
RECOMMENDATIONS : Monitor			



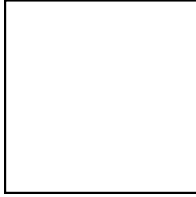

ASSET	MANUFACTURER	SAFER SURFACING	RISK ASSESSMENT
Toddler Slide Climber	Sutcliffe	Grass Matting	Low
FINDINGS			
<ul style="list-style-type: none"> ◆ Mats have sunk reducing impact absorbency . And leaving a low spot at slide run-out ◆ Platform deck warped. ◆ Bearings to binoculars are wearing 			
IMAGES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



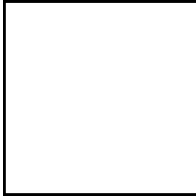
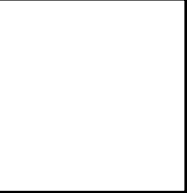
ASSET	MANUFACTURER	SAFER SURFACING	RISK ASSESSMENT
Spring Rocker	Sutcliffe	Grass matting	Low
FINDINGS			
<ul style="list-style-type: none"> ◆ Spring and fixings showing signs of corrosion 			
IMAGES (if appropriate)			
			
RECOMMENDATIONS : Replace u bolts and rub down and re paint spring .			


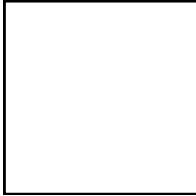
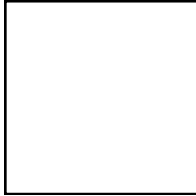
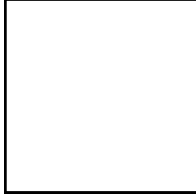
ASSET	MANUFACTURER	SAFER SURFACING	RISK ASSESSMENT
2 Cradle Swing	Sutcliffe	Grass Matting	Low
FINDINGS			
♦ Grass mats have sunk into surface reducing impact absorbency			
IMAGES (if appropriate)			
			
RECOMMENDATIONS : Monitor use of this item and consider installation of extra mats or alternative surface.			

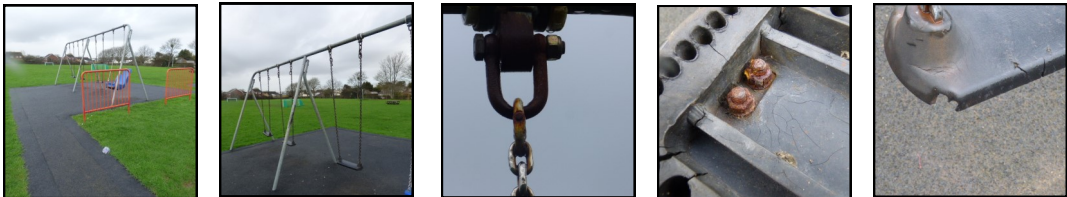
ASSET	MANUFACTURER	SAFER SURFACING	RISK ASSESSMENT
Bumble Bee Spring Seesaw	Fahr		Low
FINDINGS			
♦ Satisfactory			
IMAGES (if appropriate)			
			
RECOMMENDATIONS : Monitor			


ASSET	MANUFACTURER	SAFER SURFACING	RISK ASSESSMENT
Bowl Spinner	Inclusive Play	Grassmatting	Low
FINDINGS			
♦ Satisfactory			
IMAGES (if appropriate)			
			
RECOMMENDATIONS : Monitor			

ASSET	MANUFACTURER	SAFER SURFACING	RISK ASSESSMENT
2 no Football Goals	AE Evans		Low
FINDINGS			
♦ Satisfactory			
IMAGES (if appropriate)			
			
RECOMMENDATIONS : Monitor			





ASSET	MANUFACTURER	SAFER SURFACING	RISK ASSESSMENT
Group Basket Swing	Sutcliffe	Wet Pour	Low
FINDINGS			
♦ Bolt cover cap missing from crossbar joint			
IMAGES (if appropriate)			
			
RECOMMENDATIONS : Monitor			
<i>Note: it is not possible to fully inspect the chains within the rubber sleeves without dismantling</i>			


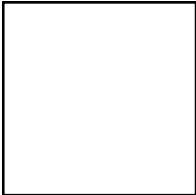
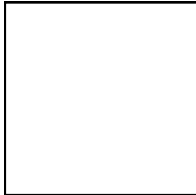
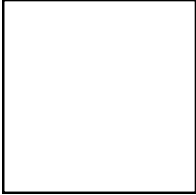
ASSET	MANUFACTURER	SAFER SURFACING	RISK ASSESSMENT
Cone Climber		Wet Pour Surfacing	Low
FINDINGS			
♦ Satisfactory			
IMAGES (if appropriate)			
			
RECOMMENDATIONS : Monitor			

ASSET	MANUFACTURER	SAFER SURFACING	RISK ASSESSMENT
4 seat swing	Sutcliffe	Wet Pour	Low
FINDINGS			
<ul style="list-style-type: none"> ◆ 1 junior seat as minor damage ◆ U bolt fixing nuts are badly corroded to all junior seats ◆ Shackles starting to corrode and lower links of chains notching 			
IMAGES (if appropriate)			
			
RECOMMENDATIONS : Programme replacing seat fixing bolts and remove worn lower links .			





ASSET	MANUFACTURER	SAFER SURFACING	RISK ASSESSMENT
Junior Climber	Sutcliffe	Wet Pour	Low
FINDINGS			
<ul style="list-style-type: none"> ◆ Rubber sleeve splitting ◆ Trapeze ring rubber handle broken ◆ Shackle fixings to lower horizontal net are seizing 			
IMAGES (if appropriate)			
			
RECOMMENDATIONS : Monitor unit			


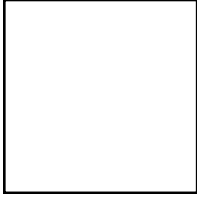
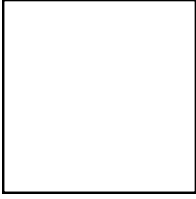
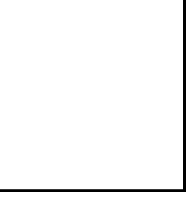
ASSET	MANUFACTURER	SAFER SURFACING	RISK ASSESSMENT
Muga	Sutcliffe Play		Low
FINDINGS			
<ul style="list-style-type: none"> ◆ Mesh panel behind goal damaged but has been cable tied to remove sharp edge ◆ Tarmac surface is becoming worn 			
IMAGES (if appropriate)			
			
RECOMMENDATIONS : Monitor and replace rebound panels as required			



ASSET	MANUFACTURER	SAFER SURFACING	RISK ASSESSMENT
Inclusive Carousel	Inclusive Play	Wet Pour	Low
FINDINGS			
<ul style="list-style-type: none"> ◆ Paintwork damaged to handrail/seat ◆ Fixing bolt missing from deck panel -(Replaced at time of inspection by inspector) ◆ Minor damage to edge of wet pour (footprint) 			
IMAGES (if appropriate)			
			
RECOMMENDATIONS : Touch up damaged paintwork and monitor unit servicing in accordance with manufacture's . Instructions (grease bearing at least annually).			




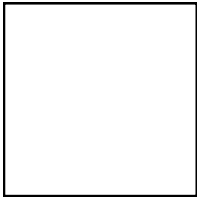
ASSET	MANUFACTURER	SAFER SURFACING	RISK ASSESSMENT
Table Tennis Table	He Blad		Low
FINDINGS			
<ul style="list-style-type: none"> ◆ Top of table has chipped paint 			
IMAGES (if appropriate)			
			
RECOMMENDATIONS : Monitor and repaint table top .			



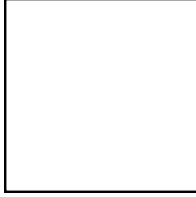
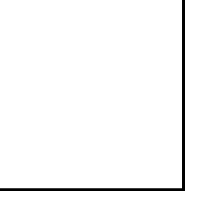
ASSET	MANUFACTURER	SAFER SURFACING	RISK ASSESSMENT
Aerial Cableway	Huck	Grassmatting	Low
FINDINGS			
<ul style="list-style-type: none"> ◆ Satisfactory 			
IMAGES (if appropriate)			
			
RECOMMENDATIONS : Monitor			


ASSET	MANUFACTURER	SAFER SURFACING	RISK ASSESSMENT
BowTop Fencing	IAE	N/A	Low
FINDINGS			
♦ Satisfactory			
IMAGES (if appropriate)			
			
RECOMMENDATIONS : Monitor			

ASSET	MANUFACTURER	SAFER SURFACING	RISK ASSESSMENT
Chain link to Water works	Unknown	N/A	Low
FINDINGS			
♦ Chain link is damaged and vegetation encroaching through fence			
IMAGES (if appropriate)			
			
RECOMMENDATIONS : Monitor and remove encroaching vegetation as required.			

ASSET	MANUFACTURER	SAFER SURFACING	RISK ASSESSMENT
Seating	Unknown	N/A	Low
FINDINGS			
♦ Trip point around bench wear pad . Moss growing on surface under the picnic table.			
♦ Seat slat damaged to circular picnic table			
IMAGES (if appropriate)			
			
RECOMMENDATIONS : Treat surface under unit with a suitable moss inhibitor . Replace slat to seat on table (note: installers are aware and replacement part is on order)			

ASSET	MANUFACTURER	SAFER SURFACING	RISK ASSESSMENT
Combination Gate	IAE Prosafe	N/A	Low
FINDINGS			
<ul style="list-style-type: none"> ◆ Lockable leaf locked incorrectly and can be left open . ◆ At time of inspection area to inside and outside of entrance was very wet and muddy 			
IMAGES (library)			
			
RECOMMENDATIONS : Refit padlock correctly to keep gate maintenance leaf locked shut.			

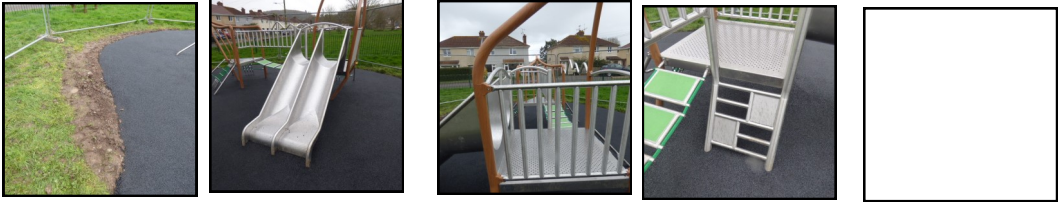
ASSET	MANUFACTURER	SAFER SURFACING	RISK ASSESSMENT
Signage		N/A	Low
FINDINGS			
<ul style="list-style-type: none"> ◆ No site ownership sign clearly visible although the smoke free signs do have councils name on them 			
IMAGES (if appropriate)			
			
RECOMMENDATIONS : Monitor			

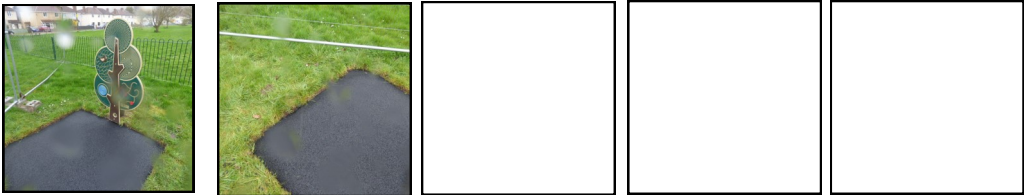
ASSET	MANUFACTURER	SAFER SURFACING	RISK ASSESSMENT
Pedestrian Gate	IAE Prosafe	N/A	Low
FINDINGS			
<ul style="list-style-type: none"> ◆ Trip hazards due to soil erosion around concrete pad . ◆ Approx 1m inside of gate entrance is a lump of concrete becoming visible out of ground 			
IMAGES (if appropriate)			
			
RECOMMENDATIONS : Reinststate edges of pad with top soil and seed or turf . Remove exposed concrete lump and reinststate area.			

ASSET	MANUFACTURER	SAFER SURFACING	RISK ASSESSMENT
Swing 4 seat	GB Sport &Leisure (supplier)	Wet Pour	Low
FINDINGS			
<ul style="list-style-type: none"> ◆ Frame corroding ◆ Shackles corroding ◆ Offensive graffiti on junior swing seat 			
IMAGES (if appropriate)			
RECOMMENDATIONS : . Rub down and repaint frame .Remove offensive graffiti .Monitor corrosion to swing shackles			

ASSET	MANUFACTURER	SAFER SURFACING	RISK ASSESSMENT
Inclusive Seesaw	Inclusive Play	Wet Pour	Low
FINDINGS			
<ul style="list-style-type: none"> ◆ At Time of inspection area was still Heras fenced off following installation . Inspector has checked unit and it is operating satisfactorily 			
IMAGES (if appropriate)			
RECOMMENDATIONS : Monitor once Heras fence is removed			

ASSET	MANUFACTURER	SAFER SURFACING	RISK ASSESSMENT
Sit on Spring Rider	Fahr	Grass matting	Low
FINDINGS			
<ul style="list-style-type: none"> ◆ Satisfactory 			
IMAGES (if appropriate)			
RECOMMENDATIONS : Monitor			

ASSET	MANUFACTURER	SAFER SURFACING	RISK ASSESSMENT
Multiplay	IJslander	Wet Pour	Low
FINDINGS			
<ul style="list-style-type: none"> At time of inspection area was still Heras fenced off following installation .Inspector has checked unit and it is satisfactory. The area around the wet pour surface was very wet and muddy at time of inspection following heavy rain. 			
IMAGES (if appropriate)			
			
RECOMMENDATIONS : Monitor area when Heras fence has been removed.			

ASSET	MANUFACTURER	SAFER SURFACING	RISK ASSESSMENT
Play Panel (Topiary)	Inclusive Play	Wet Pour Pad	Low
FINDINGS			
<ul style="list-style-type: none"> .Heras fenced off at time of inspection but unit checked and is satisfactory 			
IMAGES (if appropriate)			
			
RECOMMENDATIONS : Monitor once Heras fence is removed.			

ASSET	MANUFACTURER	SAFER SURFACING	RISK ASSESSMENT
General Area			Low
FINDINGS			
<ul style="list-style-type: none"> The area at time of inspection was very wet and muddy following heavy rainfall both inside and outside of area. Heras fencing panels and welfare facilities are still on site awaiting removal. There are trees overhanging area these are not inspected as part of this inspection. 			
IMAGES (if appropriate)			
			
RECOMMENDATIONS : Monitor area once dried out .Have any overhanging trees checked by an independent specialist .			

**To note the March Operational Play Inspection reports for the Recreation Ground
and Riverside Green and agree a way forward**

Rec	Issue	Resolution
Toddler slide	Mats have sunk reducing impact absorbency and leaving a low spot at slide run-out Platform deck warped. Bearings to binoculars are wearing	Dip being gradually filled and install a new grass mat. Replace bearings to binoculars
Springy	Spring and fixings showing signs of corrosion	Replace u bolts and rub down and re paint spring
2 seat swings	Grass mats have sunk into surface reducing impact absorbency	Monitor use of this item and consider installation of extra mats or alternative surface.
4 seat swings	1 junior seat as minor damage U bolt fixing nuts are badly corroded to all junior seats Shackles starting to corrode and lower links of chains notching	Programme replacing seat fixing bolts and remove worn lower links.
Muga	Mesh panel behind goal damaged but has been cable tied to remove sharp edge Tarmac surface is becoming worn	Mesh is not suitable to be turned as it's damaged top and bottom. Get quote for consideration.
Roundabout -	Paintwork damaged to handrail/seat Fixing bolt missing from deck panel - (Replaced at time of inspection by inspector) Minor damage to edge of wet pour (footprint)	GB Sport agreed to undertake work.
Table tennis	Top of table has chipped paint	Fill and repaint table top. GB Sport contracted to undertake work.
Riverside		
Growth through fence.	Chain link is damaged and vegetation encroaching through fence.	Contact Wessex Water
Benches	Trip point around bench wear pad Moss growing on surface under the picnic table. Seat slat damaged to circular picnic table	Surface has been sprayed with a suitable moss inhibitor to be swept. Awaiting outcome. Slat already replaced
Lock	Lockable leaf locked incorrectly and can be left open.	Gate to be locked correctly
Ownership sign	No site ownership sign clearly visible although the smoke free signs do have councils name on them	Source ownership sign
Gates	Trip hazards due to soil erosion around concrete pad. Approx 1m inside of gate entrance is a lump of concrete becoming visible out of ground	Reinstate edges of pad with top soil and seed or turf. Remove exposed concrete lump and reinstate area.
Swing frame	Frame corroding Shackles corroding Offensive graffiti on junior swing seat	Rub down and repaint frame. Remove offensive graffiti. Monitor corrosion to swing shackles. GB Sport contracted to undertake work.
Trees	There are trees overhanging area these are not inspected as part of this inspection	Contact Wessex Water to inspect trees.

Bridget.C.Bowen FCA
86 High Street
Weston
Bath BA1 4DD

Tel: 07465 416597

Email: bridget.c.bowen@outlook.com

Mrs E Shayler
Clerk to Banwell Parish Council
Youth and Community Centre
West Street
Banwell
North Somerset
BS29 6DB

2 April 2023

Dear Liz

BANWELL PARISH COUNCIL

Internal audit report - Year ended 31 March 2023

The Accounts and Audit (England) Regulations 2015 (as amended) require all Town and Parish Councils to undertake an effective internal audit to evaluate the effectiveness of their risk management, control and governance processes, taking into account public sector internal auditing standards or guidance.

I am bound by the ethical guidelines of the Institute of Chartered Accountants of England and Wales. I confirm that I am independent of the Council.

The internal audit work I have carried out has been planned to enable me to give my opinion on the control objectives set out in the Annual Internal Auditor's Report on the 2022-23 Annual Governance and Accounts Return.

I have complied with the legal requirements and proper practices set out in:

- 'Governance and Accountability for Local Councils – A Practitioners' Guide (England)' 2022
- The Accounts and Audit (England) Regulations 2015 (as amended).

I was appointed as internal auditor to the Parish Council for three years to 2022-23 on 27 April 2020.

My first internal audit review for 2022-23 was undertaken at the parish council offices on 31 March 2023.

Background

Banwell Parish Council has income and expenditure of between £100,000 and £200,000 and is subject to audit by the external auditor, PKF Littlejohn. The Council had a clean annual report from the external auditor for 2021-22.

The Council is a sole managing trustee of Banwell Recreation Ground.

The Council is not required to comply with either Transparency Code as it's income and expenditure falls between the thresholds for which either of the Transparency Codes apply.

The Council's accounting records are maintained on Scribe.

Internal audit checks

I have undertaken a series of audit tests on the Council's financial records, vouchers, documents, minutes, policies, procedures and insurance documentation to ascertain the efficiency and effectiveness of the Parish Council's internal control framework. This internal audit report is based on the audit testing carried out at the visit.

I have checked the following:

- Minutes of Council Meetings
- Policies and procedures
- Bank and cash
- Income
- Expenditure
- VAT claims
- Payroll
- Insurance
- Budgets and reserves
- Sole managing trustee
- Transparency
- Public Rights

Findings

Details of good practice noted, my recommendations and other matters to be brought to the Council's attention are set out below.

Good practice

- The Clerk is CiLCA qualified
- The Council maintains its books and records on Scribe software
- All records were up to date and easy to follow
- The Council's Standing Orders and Financial Regulations are reviewed regularly and are tailored appropriately for the Council
- The Council has appropriate policies in place
- The Clerk is aware of the requirements of GDPR and the Council is registered with the ICO.

Good practice continued

- Councillors attend training by the local branch of the National Association of Local Councils
- Bank reconciliations are prepared accurately and regularly
- Bank reconciliations are carried out promptly each month, and are checked by a councillor
- Details of all payments authorised at meetings are recorded in the minutes
- All payment vouchers tested were evidenced as approved
- HMRC Toolkit is used for the payroll
- All eligible employees have either been auto-enrolled in a pension scheme or have opted out in writing
- All employees have contracts of employment
- The budgeting process is detailed and thorough and monitored throughout the year
- VAT claims are made regularly
- The risk assessment has been adopted during the year
- The asset register is complete and accurate and has been properly maintained

Recommendations

Policies and procedures

- The Council considers introducing periodic internal checks on controls by Councillors.

Risk assessment and insurance

- The Council should formally consider the level of insurance required annually when it is renewed.
- The Council should consider increasing its fidelity guarantee insurance to cover the year end balance plus half the annual precept.

Other matters to be brought to the Council's attention

- There are no other matters to bring to the Council's attention

Conclusion

Based on the tests I have carried out at this internal audit visit, in my view, the internal control procedures in operation are strong and are adequate to meet the needs of Banwell Parish Council.

Next visit

It is planned to carry out the next part of the internal audit work remotely during April.

Checks will be carried out on:

- Risk assessment
- Asset register
- Year end checks

Next Steps

This report should be noted and taken to the next meeting of the Parish Council. The Council should decide what action will be taken on the recommendations I have made.

Kind regards

Yours sincerely

A handwritten signature in blue ink, appearing to read 'Bridget Bowen', written in a cursive style.

Bridget Bowen FCA

Internal auditor

BANWELL PARISH COUNCIL

(Quarterly Internal Controls Checklist)

	YES	NO	COMMENT
Are all payments authorised by a minimum of two members?			
Have BACs, direct debits and cheque signatories initialled the original invoice as evidence that they have assured themselves that the payment is accurate and that the appropriate amount is displayed on the Scribe cashbook as presented for payment?			
Have both of the cheque signatories signed the cheque counterfoil as evidence that they have assured themselves that the invoice, counterfoil and cheque are in agreement as to payee and value?			
Are all bank accounts reconciled monthly on receipt of bank statement?			
Does a member review and countersign each reconciled and appropriate bank statement?			
Have all invoices/requests for payment been correctly entered on the Scribe Account?			
Do the monthly bills for payment schedules agree and are these schedules then presented as part of the monthly accounting process to Full Council?			
Is there a separate S137 and VAT Column shown as part of the Scribe Accounts			
Is the VAT reclaimed quarterly?			
Are all receipts/income payments correctly shown as part of the 'Scribe Cashbook'?			
Are these same income receipts reconciled against bank statements?			
If funds need to be transferred between accounts has a 'Virement' been agreed by Full Council and noted accordingly?			
Does Full Council see the budget figures, monthly?			

Additional Comments:

Complied By:..... Date...../...../.....

Reviewed By:..... Date...../...../.....

BANWELL PARISH COUNCIL

(Annual/End of Year Internal Controls Checklist)

	Yes	No	Comment
Have all usual income amounts been duly received? E.g. New Banwell Solar, VO Grant, precept?			
Has an end of year VAT return been completed?			
Have all expenditure payments/income figures etc been correctly entered in cashbook?			
Has Full Council been presented with monthly payment schedules/bank reconciliations			
Have all cheques been accounted for and cheque books countersigned?			
Has the Full Council adequately considered Council insurance provisions/risk management and adjusted premium accordingly?			
Has the Annual Return Form been correctly completed by RFO ready for submission to independent internal auditor?			
Have the End of Year Accounts been audited/agreed by independent internal auditor?			
Has the PAYE been checked against BACS payments made and agreed as correct?			
Have the pension contributions been confirmed as correct?			
Do all employees have a contract of employment/job descriptions?			

Additional Comments

Complied By:..... Date...../...../.....

Reviewed By:..... Date...../...../.....



Banwell Parish Council Internal Audit Plan

This Internal Audit Plan runs from February / March of each year. It covers three financial years – a review of the audit of the previous financial year, the audit of the current financial year and the appointment of the internal auditor for the new financial year that starts in April.

March – May (depending on election year)

Full Council to agree with the Clerk to review the effectiveness of the Internal Audit plan and relevant documentation. Full Council to approve this Audit Plan.

April / May

Start of the new financial year.

Full Council to receive end of year report from Clerk for previous years accounts.

Full Council to receive final internal audit report from Auditor for previous years accounts.

Full Council (via RFO) receives Annual Governance and Accountability Return (or Audit Return) for previous years accounts.

Full Council to receive a copy of the Audit Return forms for previous years accounts and approve it at the relevant Parish Council meeting which is sent to the External Auditor by 2 July.

Full Council to review and approve the selection of Internal Auditor (for the new financial year)

Aug / Sept

If unchallenged, Full Council receives a report from the external Auditor for previous years accounts.

Publish External report, for previous years accounts, along with complete Annual Governance and Accountability Return (Audit Return).

Nov - Jan

Internal Auditor to meet with the Clerk for 1st Interim Audit.

Full Council to consider, publish and review any issues raised by the Internal Auditor.

Implement Action plans from either external / internal auditor (if required)

Full Council to meet, discuss and agree next financial year's budget and precept requirement.

April

Internal Auditor to meet with the Clerk for final Interim Audit

Full Council to consider, publish and review and issues raised by the Internal Auditor.

Implement Action plan from Internal Auditor (if required)

Internal Audit Review Checklist – Part 1 – Meeting standards

It was RESOLVED in May 2021 to continue with the appointment of Bridget Bowen as the internal auditor for the Parish Council for the next three financial years 2020/2021, 2021/2022, 2022/2023. The Council is considering the review of effectiveness of the internal audit process in the following five areas:

Expected standard	Evidence of achievement	Yes/ No	Areas for development or additional details
1. Scope of internal audit	<p>Has the scope of the internal audit been discussed with the internal auditor to ensure that the audit covers all the relevant risk areas?</p> <p>Internal audit must take into account both the council's risk assessment and internal control arrangements. The audit also covers the council's anti-fraud and corruption arrangements.</p>	Yes	
2. Independence	The internal auditor is sufficiently independent, unbiased and objective as they do not have any other role within the council. The Internal auditor is given direct access to those charged with governance, if required.	Yes	
3. Competence	The internal auditor has sufficient knowledge to be able to carry out the audit. There is no evidence of a failure to carry out internal audit work ethically, with integrity and objectivity.	Yes	
4. Relationships	The responsibilities of council members are understood; training of members is carried out as necessary. Responsible officer (Clerk and RFO) is consulted on the internal audit plan. (Evidence is on audit files). Respective responsibilities for officers and internal audit are defined in relation to internal control, risk management and fraud and corruption matters (job descriptions and engagement letter).	Yes	Councillors complete internal financial checks quarterly and annually.
5. Audit Planning and Reporting	The Parish Council is aware of a timetable of when the internal audits will take place and notified when a report is presented. The internal audit plan properly takes into account the risks facing the council and has been approved by the council.	Yes	

Internal Audit Review Checklist – Part2 – Characteristics of Effectiveness

Characteristics of 'effectiveness'	Evidence of achievement	Yes or No	Areas for development
Internal audit work is planned	Planned internal audit work is based on risk assessment and designed to meet the council's needs.	Yes as per financial regulations	
Understanding the whole organisation its needs and objectives	The annual audit plan demonstrates how audit work will provide assurance for the council's Annual Governance Statement.	Yes as per financial regulations	
Be seen as a catalyst for change	Internal audit supports the council's work in delivering improved services to the community.	Yes, as appropriate, where relevant	
Add value and assist the organisation in achieving its objectives	The council makes positive responses to internal audit's recommendations and follows up with action where this is called for.	Yes, as appropriate	
Be forward looking	In formulating the annual audit plan, agenda changes are considered. Internal audit maintains awareness of new developments in the council's services, risk management and corporate governance arrangements.	Yes, all aspects are considered based on the scale of response.	
Be challenging	Internal audit focuses on the risks facing the council. Internal audit encourages managers/members to develop their own responses to risks, rather than relying solely on audit recommendations.	Yes, we have a full risk management process and internal audit.	

Ensure the right resources are available	Adequate resource is made available for internal audit to complete its work. Internal audit understands the council and the legal and corporate framework in which it operates.	Yes, Appropriate and proportional resources are made available.	
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Responses made are proportional and in line with the relative scale of the response required.

The Parish Council has a strong ethos of good management of these processes and procedures. The Parish Council is advised on updates and changes in best practice by the Clerk / RFO.

Processes, Risk Management and Policy changes are reviewed on a regular basis and relevant updates, changes and challenges to these are implemented as required and in scale to the Parish Councils responsibilities. The Council is constantly looking forward to incoming policy changes and developing appropriate responses to those where required and as appropriate and reflect best practice with support from Council groups such as NALC / ALCA and SLCC.

The Internal Audit and the mechanisms for financial management have been recommended to a full council meeting in February 2021. The audit process challenged previous processes and found them satisfactory to meet current requirements.

Best Bank Savings Rates April 23

Report prepared by Cllr Harding

Various searches were used to identify Parish and business savings accounts. Finding an ethical bank is difficult as web sites vary. Generally, though the big guns aren't.

I have looked at those that appear to accept PC's as not all do. We may need to make further enquires as some sites do not make it clear. Best rates require more notice.

Institution	Account	Best Rate AER%	Term	Ethical Bank	Comment
Charity Bank Ethical 1-Year Business Fixed Rate Account - Charity Bank	Ethical 1 yr Business Fixed Rate	3.36	1 yr	YES	At end of year can renew Charity bank have confirmed we qualify for a business account. Application via a portal and post off application.
Charity Bank Ethical 100-Day Notice Business Account - Charity Bank	Ethical 100 day Notice Business account	Max 2.29	100 days	YES	
Unity Bank Ethical Business Savings Account Unity Business Banking UK	12 months savings	2.9	12 months	YES	No access account
The Cambridge Building Society Council Saver Account (cambridgebs.co.uk)	Council Saver	1.25	Can withdraw up to twice a month	NO	Must be opened by a cheque drawn from an account with our name on. Have confirmed we are eligible to apply
Hampshire Trust Bank Fixed Rate SME Accounts Hampshire Trust Bank (HTB)	1 yr Business Bond	3.00	1 Yr Bond	NO	Definitely accept PC's
Redwood Bank Savings Redwood Bank	1 yr savings bond	3.25	1 yr Bond	??	Not 100% sure they take PC's although they did previously. Appear to take just about anyone, but PC's not specifically listed.
Redwood Bank Savings Redwood Bank	35 Day Business Savings Account	2.05	35 days	??	
Redwood bank Savings Redwood Bank	95 Day Savings Account	2.60	95 days	??	
Cooperative Bank Fixed Term Deposit Fixed Rate Bonds The Co-operative Bank	1 Yr Fixed Term Deposit	3.46	1 Yr	YES	Personal account so no use

Cooperative Bank 95 Day Notice Business Savings The Co-operative Bank	95 day notice	1.96	95 day	YES	Think PCs are eligible
Nationwide Fixed Rate Online Bond Nationwide	1 Yr fixed rate bond	3.75	1 Yr	YES	Personal account so no use. Business savings offer 0.35% AER

[Compare the best business savings accounts now | moneyfacts.co.uk](#)

[Compare Business Savings Account | up to 1.30% Interest rate | money.co.uk](#)

[Who Are The Most Ethical Banks UK 2023? \[Plus Ones To Avoid!\] \(tinyecohomelife.com\)](#)

[Ethical Banks and Building Societies - The Good Shopping Guide](#)

[Banks & Building Societies: Ethical Comparison - The Good Shopping Guide](#)

Proposal: To go with Charity Bank who are an ethical bank.

Bills for Payment - 17th February to the 14th March 2023
Banwell Parish Council

Method	Payee	Details	Gross Amount	Comments	Minute agreed	Power
Already Paid						The Parish Council
DD	Mainstream	Phone and Broadband (DD 14.03.23)	£ 138.09		086/22	
DD	EDF	YCC Electricity (15.03.23)	£ 104.32		YCC 17/22	
DD	Npower	Streetlight Power (17.03.23)	£ 477.51		086/22	
To Pay						
BACS	J K Gardening	Grass cutting & Village Orderly	£ 838.50		086/22	
BACS	J K Gardening	Environmental Fee x2	£ 80.00			
BACS	J K Gardening	Dark Lane clearance	Total £1038.50			
BACS	Ambience Landscape	Dog Bin emptying	£ 572.00	Awaiting corrected invoice	086/22	
BACS	Insight Cleaning	YCC Cleaning Dec 2022	£ 192.00	Awaiting invoice	086/22	
BACS	YMCA	Programme costs	£ 405.00	Awaiting invoice	086/22	
BACS	Scribe	Annual YCC Booking Subscription	£ 501.12		Agenda item	
BACS	DS Securities	Souder beacons	£ 288.00		009/23 (iv)	
BACS	Banwell Handy Man	YCC Maintenance filling & painting walls, child guards, hanging pictures, gutter repairs & shelving.	£ 142.00		H & S	
BACS	SLCC	Climate Change Summit	£ 72.00		Agenda Item	
BACS	GB Sport	Repair worn chains	£ 1,014.00		108/22 (ii)	
BACS	GB Sport	Wetpour under swing	£ 1,498.80		192/22 (iii)	
BACS	GB Sport	Operational Play Inspection	Total £2632.80		163/22	
BACS	GB Sport	Wetpour under the nest swing	£ 48,280.52			
BACS	ICCM	Annual Subscription	£ 95.00		086/22	
BACS	ALCA	Annual Subscription	£ 737.74		024/23	
BACS	Bridget Bowen	Interim Audit	£ 375.00		Grant received	
DD	Loyds Bank PLC	Multipay charge & costs (zoom, tuck, refreshments, food bank)	£ 148.35	To be updated	086/22	
SO	Officer Salaries	Officer Salaries (SO 26.04.23)	£ 2,388.15	To be updated	086/22	
DD	Nest	Pension contributions (DD 26.04.23)	£ 164.48	To be updated	086/22	
DD	North Somerset	Waste Collection (DD 01.05.23)	£ 9.50		086/22	
DD	Cathedral Leasing LTD	Waste Collection (DD 05.05.23)	£ 623.96		086/22	
BACS	HMRC	PAYE and NI for Sept (12.05.23)	£ 655.28	To be updated	086/22	
Totals			£60,804.64			

The Parish Council have resolved to use the General Power of Competence as of the 20th May 2019

Banwell Parish Council
Net Position by Cost Centre and Code

Cost Centre Name**Cemetery & Memorials**

<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>
101	Cem Grass Cutting				1,950.00	1,950.00	
102	Cem paths / trees / garder				200.00	120.00	80.00
103	Cem making up graves				200.00		200.00
104	Cemetery / Memorial Main				5,000.00		5,000.00
105	Env Fee					320.00	-320.00
106	Cemetery software				380.00	375.00	5.00
					7,730.00	£2,765.00	4,965.00

Cemetery Income

<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>
110	Cemetery Income		3,500.00	3,962.89		220.00	242.89
			3,500.00	£3,962.89		£220.00	242.89

Clerk & Administration

<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>
201	Salary & NI			607.65	34,500.00	40,290.65	-5,183.00
202	Clerk pension				800.00	2,226.43	-1,426.43
203	Advertising				500.00	472.00	28.00
204	Insurance				1,933.12	2,027.29	-94.17
205	Subscriptions inc ALCA &	205.00			1,800.00	2,554.07	-549.07
206	Audit Fee				950.00	650.00	300.00
207	Legal Costs				600.00		600.00
208	Training Officers	236.00			650.00	804.00	82.00
209	Training Councillor				600.00	272.44	327.56
210	Grants & Donations	500.00			4,000.00	6,477.00	-1,977.00
211	Chairmans Allowance				250.00	177.04	72.96
212	Covid-19						
213	Bank Charges				200.00	163.05	36.95
215	Risk Assessments	99.00			150.00		249.00
216	You can do I.T. Grant						
217	Welcome Back Fund						
			£1,040.00	£607.65	46,933.12	£56,113.97	-7,533.20

Earmarked Reserves

<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>
214	Covid-19 food bank	1,615.57		1,524.54	500.00	1,374.15	2,265.96
218	Jubilee			2,135.00		2,291.75	-156.75
504	CIL	2,911.22		69,177.70		5,853.76	66,235.16
809	Social Prescribing Commu	3,986.00				2,658.35	1,327.65
810	Community Hub			2,454.98		2,143.94	311.04
811	Griffiths Happy to Chat			700.00		73.59	626.41
812	Griffiths LED lights			1,000.00		1,000.00	
813	Somerset Community Gra			2,500.00		2,500.00	
814	Public living Room			1,800.00		492.01	1,307.99
815	Refreshments					59.89	-59.89
			£8,512.79	£81,292.22	500.00	£18,447.44	71,857.57

Environment

<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>
301	Allotment		1,647.88	1,647.88	1,647.88	1,647.88	
302	Env Grass Cutting				1,650.00	1,155.44	494.56
303	Env Hedge / Fence / Tree	30.00			300.00	578.00	-248.00
304	Village Orderly		435.81	435.81	4,710.00	4,710.00	
305	Dog Bins			900.00	4,800.00	6,258.94	-558.94
306	Env Maintenance / Inspec				2,500.00	377.00	2,123.00
307	Env Projects			7,149.52	3,000.00	1,254.87	8,894.65
308	Env Grant	8,701.61	7,149.00	7,149.52	1,000.00	600.00	9,102.13
309	Riverside Project	5,560.00		19,644.38	10,000.00	12,685.52	22,518.86

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

£14,291.61 9,232.69 £36,927.11 29,607.88 £29,267.65 42,326.26

Highways		Bal. B/Fwd.	Receipts		Payments		Current Balance
Code	Title		Budget	Actual	Budget	Actual	Budget
401	Street light power				1,800.00	4,263.94	-2,463.94
402	Street light maintenance				3,500.00	4,375.00	-875.00
403	Street light upgrade				8,250.00	8,870.00	-620.00
404	Highways related projects				1,000.00	1,021.90	-21.90
					14,550.00	£18,530.84	-3,980.84

Income		Bal. B/Fwd.	Receipts		Payments		Current Balance
Code	Title		Budget	Actual	Budget	Actual	Budget
501	Misc Income		100.00	869.38			769.38
502	Annual Precept		110,785.00	110,785.00			
503	VAT			1,093.37			1,093.37
					110,885.00	£112,747.75	1,862.75

Recreation Ground		Bal. B/Fwd.	Receipts		Payments		Current Balance
Code	Title		Budget	Actual	Budget	Actual	Budget
601	Rec Grass Cutting				1,700.00	1,701.00	-1.00
602	Rec Maintenance				2,000.00	631.45	1,368.55
603	Rec Tree & Fence Work				300.00	1,585.00	-1,285.00
604	Rec Inspections				350.00	296.00	54.00
605	Rec Play Equipment & Be		20,000.00	21,727.03	20,000.00	25,722.65	-3,995.62
					20,000.00	£21,727.03	-3,859.07

Youth & Community Centre		Bal. B/Fwd.	Receipts		Payments		Current Balance			
Code	Title		Budget	Actual	Budget	Actual	Budget			
701	YCC upgrade				12,000.00	3,350.00	8,650.00			
702	YCC repairs & maintenanc			95.00	3,000.00	2,841.79	253.21			
703	YCC CCTV				1,000.00	210.00	790.00			
704	YCC Electricity				1,000.00	1,069.99	-69.99			
705	YCC Gas				1,000.00	1,188.29	-188.29			
706	YCC water	600.00			600.00	185.27	1,014.73			
707	YCC waste				500.00	643.95	-143.95			
708	YCC cleaning & supplies				2,700.00	3,007.31	-307.31			
709	Office Equipment inc Web	325.00			3,000.00	1,613.65	1,711.35			
710	YCC phone & wifi	165.00			720.00	746.15	138.85			
711	YCC Grass cutting				900.00	850.56	49.44			
712	YCC hedge, fence & tree \				500.00	545.00	-45.00			
713	YCC grants & donations		1,000.00	1,000.00						
714	YCC income		1,400.00	809.00			-591.00			
715	YCC Booking software					348.00	-348.00			
					£1,090.00	2,400.00	£1,904.00	26,920.00	£16,599.96	10,914.04

Youth Club		Bal. B/Fwd.	Receipts		Payments		Current Balance			
Code	Title		Budget	Actual	Budget	Actual	Budget			
801	YC sessions				9,000.00	5,535.00	3,465.00			
802	YC budget				500.00	9.15	490.85			
803	YC extraordinary activities				1,200.00		1,200.00			
804	YC Printer				500.00		500.00			
805	YC subscriptions		300.00	711.10			411.10			
806	Tuck Shop		100.00	334.50	100.00	418.41	-83.91			
807	Youth Forum				200.00		200.00			
808	Community Food Project (2,083.80		20.00		2,124.22	-20.42			
					£2,083.80	400.00	£1,065.60	11,500.00	£8,086.78	6,162.62

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

NET TOTAL	£27,018.20	146,417.69	£260,234.25	162,091.00	£179,967.74	122,958.02
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Banwell Parish Council

Prepared by: _____
Name and Role (Clerk/RFO etc)

Date: _____

Approved by: _____
Name and Role (RFO/Chair of Finance etc)

Date: _____

	Bank Reconciliation at 31/03/2023			
	Cash in Hand 01/04/2022			161,960.38
	ADD			
	Receipts 01/04/2022 - 31/03/2023			270,238.14
				432,198.52
	SUBTRACT			
	Payments 01/04/2022 - 31/03/2023			197,133.71
A	Cash in Hand 31/03/2023 (per Cash Book)			235,064.81
	Cash in hand per Bank Statements			
	Petty Cash	31/03/2023	0.00	
	Unity Trust Bank (20398572)	31/03/2023	86,314.12	
	PC Reserve Saver account (81413	31/03/2023	44,802.26	
	Cemetery Reserve Account (59678	31/03/2023	96,154.64	
	Natwest Current account (5335765	31/03/2023	7,793.79	
				235,064.81
	Less unrepresented payments			
				235,064.81
	Plus unrepresented receipts			
B	Adjusted Bank Balance			235,064.81
	A = B Checks out OK			

Department	Draft Budget 2023 - 24		Precept	Reserves
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Cemetery & Memorials						
Grass cutting	£	1,950.00	£	1,950.00	£	-
Paths / Trees & Garden	£	300.00	£	300.00	£	-
Making up graves	£	200.00	£	-	£	200.00
Cemetery / Memorial work contingency	£	5,000.00	£	-	£	5,000.00
Cemetery software	£	450.00	£	450.00	£	-
TOTAL	£	7,900.00	£	2,700.00	£	5,200.00

Clerk and Administration						
Salary & NI	£	37,400.00	£	37,400.00	£	-
Pension provision	£	800.00	£	800.00	£	-
Advertising inc printing	£	500.00	£	500.00	£	-
Insurance	£	2,100.00	£	2,100.00	£	-
Subscriptions	£	2,300.00	£	2,300.00	£	-
Audit fees	£	950.00	£	950.00	£	-
Legal costs	£	600.00	£	-	£	600.00
Training Officers	£	650.00	£	650.00	£	-
Training Cllrs	£	400.00	£	300.00	£	100.00
Grants and Donations	£	5,000.00	£	5,000.00	£	-
Chairman's Allowance	£	300.00	£	300.00	£	-
Jubilee	£	500.00	£	500.00	£	-
Bank Charges	£	200.00	£	200.00		
Food Bank	£	2,000.00	£	-	£	2,000.00
Risk Assessments	£	150.00	£	-	£	150.00
Election Charges	£	2,246.00	£	2,246.00	£	-
TOTAL	£	56,096.00	£	53,246.00	£	2,850.00

Environment						
Grass Cutting	£	2,045.00	£	2,045.00	£	-
Fence and Tree Work	£	300.00	£	300.00	£	-
Village Orderly	£	4,710.00	£	4,710.00	£	-
Dog Bins	£	6,568.00	£	6,568.00	£	-
Riverside & Defib	£	2,000.00	£	2,000.00	£	-
Environmental projects	£	3,000.00	£	3,000.00	£	-
Environmental Grant	£	1,000.00	£	1,000.00	£	-
Riverside project	£	-	£	-	£	-
TOTAL	£	19,623.00	£	19,623.00	£	-

Highways						
Power	£	4,000.00	£	4,000.00	£	-
Maintenance	£	3,500.00	£	3,500.00	£	-
Upgrades	£	-	£	-	£	-
6 yr inspect	£	1,400.00	£	1,400.00	£	-
Highways related projects	£	3,000.00	£	3,000.00	£	-

17 budget setting for 2023 to 2024 final

TOTAL	£	11,900.00	£	11,900.00	£	-
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Recreation Ground						
Rec Grass Cutting	£	2,250.00	£	2,250.00	£	-
Rec Maintenance	£	2,000.00	£	2,000.00	£	-
Rec Trees and Fence Work	£	300.00	£	300.00	£	-
Inspections	£	400.00	£	400.00	£	-
Play Equipment	£	54,000.00	£	54,000.00	£	-
TOTAL	£	58,950.00	£	58,950.00	£	-

YCC						
YCC upgrade	£	25,000.00	£	25,000.00	£	-
Repairs & Maintenance	£	3,000.00	£	3,000.00	£	-
CCTV	£	200.00	£	200.00	£	-
Electricity	£	2,000.00	£	2,000.00	£	-
Gas	£	2,000.00	£	2,000.00	£	-
Water	£	600.00	£	600.00	£	-
Waste Collection	£	620.00	£	620.00	£	-
Cleaning & supplies	£	2,700.00	£	2,700.00	£	-
Office Equip inc software	£	2,500.00	£	2,500.00	£	-
Phone internet	£	1,000.00	£	1,000.00	£	-
Grass cutting	£	1,125.00	£	1,125.00	£	-
fence / hedge	£	500.00	£	500.00	£	-
Booking software	£	350.00	£	350.00	£	-
Grants & Donations	-£	1,000.00	-£	1,000.00	£	-
Income	-£	500.00	-£	500.00	£	-
TOTAL	£	40,095.00	£	40,095.00	£	-

Youth						
Youth Club staffing	£	9,000.00	£	9,000.00	£	-
Youth Club budget inc tuck	£	500.00	£	-	£	500.00
Computers / printer	£	500.00	£	-	£	500.00
Extraordinary activities inc Residential	£	2,000.00	£	800.00	£	1,200.00
Subs & Tuck	-£	650.00	-£	650.00	£	-
Youth Council / forum	£	200.00	£	-	£	200.00
TOTAL	£	11,550.00	£	9,150.00	£	2,400.00
Grand Total	£	206,114.00	£	195,664.00	£	10,450

INCOME						
Village Orderly Grant	£	435.81	£	435.81	£	-
Misc income	£	100.00	£	100.00	£	-
CIL	£	65,333.16	£	65,333.16	£	-

Solar panel grant from New Solar Banwell	£ 7,149.00	£ 7,149.00	£ -
INCOME	£ 73,017.97	£ 73,017.97	£ -

	Budget - income	Precept request	Reserves to be used
	£ 133,096.03	£ 122,646.03	£ 10,450.00