



## MINUTES OF THE PARISH COUNCIL MEETING HELD IN BANWELL YOUTH & COMMUNITY CENTRE AT 7:30pm ON MONDAY 19<sup>th</sup> JANUARY 2026

**PRESENT:** Councillors: Steve Voller (Chairman), Simon Arlidge, Mike Bailey, Andrew Base, Steve Davies, Mike Dolling, Kelly Smith, Matthew Thomson and Tara Wright.

**IN ATTENDANCE:** Mrs Liz Shayler (Clerk)  
**WARD COUNCILLOR:** Cllr Tristram  
**MEMBERS OF THE PUBLIC:** None

Cllr Voller welcomed everybody.

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

i) **Members of the public.**

No members of the public were present.

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

The following report was received for the period 15/12/2025 to 18/01/2026.

A total of 55 incidents were reported, including the following crimes: 6 abandoned 999 calls, 4 assaults, 2 burglary, 4 concerns for welfare, 3 harassment, 13 road-related, 2 suspicious activity, 1 theft and 2 threat.

Residents are encouraged to stay informed via the Avon & Somerset Police website or by following their Facebook page: North Somerset Neighbourhood Policing. If you see anything suspicious in the area or wish to speak to local officers, please call 101, or 999 in an emergency. You can also report anonymously to Crimestoppers on 0800 555 111.

iii) **Ward Councillor's report.**

Cllr Tristram

- Continuing to liaise with residents of William Daw Close and Newland Homes regarding matters related to the new development.
- A complaint has been received concerning Summer Lane in relation to the removal of hedges in preparation for the Wolvershill development, and the works have been stopped.
- Wolvershill Road is currently scheduled to reopen in March, although it is hoped this may be earlier.

**The meeting was convened.**

**001/26 To receive apologies for absence (agenda item 1)**

Apologies were received from Cllr Paul Harding

**002/26 To receive members' declarations of interest on any agenda item (agenda item 2)**

No interests were declared.

**003/26 To approve as a correct record, the minutes of the Parish Council meeting on 15<sup>th</sup> of December 2025 (agenda item 3)**

**Resolved** – That the minutes of the Parish Council Meeting be approved as a correct record.

**The resolution was correctly proposed and seconded (unanimous)**

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

**004/26 To note the training and events available and agree any attendance (agenda item 4)**

- i) **ALCA e-learning on Nimble**
- ii) **Breakthrough Communications Training via ALCA**
- iii) **Various Finance Training via ALCA**
- iv) **Various 'Scribe' Finance Training**
- v) **Various NALC training from £30**

The training above was noted.

The Clerk also brought forward an additional Chairmanship training opportunity.

**Resolved** – That Cllr Voller attends the Chairmanship Training on the 3<sup>rd</sup> of February at a cost of £45.

**The resolution was correctly proposed and seconded (unanimous)**

**005/26 To receive the Clerk's report/Exchange of information (agenda item 5)**

i) **Banwell Bypass update**

Issues at Castle Hill following overnight works were acknowledged. Apologies have been received from the project team, and remedial works have been scheduled. Temporary traffic lights remain in place on Knightcott Road while utility works and the shared-use path progress. Piling works are approximately 60% complete, with abutment construction due to commence shortly. Utilities, particularly Bristol Water, continue to present challenges; however, the overall programme remains on schedule. Rising main diversions are ongoing, with a further update expected in February. There is an aspiration to reopen Wolverhill Road earlier than the end of March, subject to progress. The next quarterly newsletter will be published in the February Parish Magazine.

Engagement continues with the local school regarding potential support for painting works. Spring hedge planting in March has been agreed in liaison with the Environment and Biodiversity Officer, and discussions are underway with Thatchers Cider regarding the potential sourcing of trees for planting.

ii) **Officers supporting other Councils**

The Clerk is currently supporting Weston-in-Gordano Parish Council. This support is expected to continue until April/May 2027 to enable the smooth set-up of the new financial year with their new Clerk. The Environment and Biodiversity Officer has accepted a part time position with Backwell Parish Council.

iii) **ARUP Surgery**

Arup are undertaking a pro bono feasibility survey of the Youth & Community Centre, covering heating efficiency, acoustics in the main hall, and initial guidance on future use of the adjacent external land. The survey visit is scheduled to take place on 23<sup>rd</sup> of January.

**006/26 To approve the following expenditure (agenda items 6)**

i) **£216 annual YCC lift inspection.**

**Resolved** – To approve the cost of £216 annual for the YCC lift inspection.

**The resolution was correctly proposed and seconded (unanimous)**

ii) **Up to £600 for trees works picked up on the annual report.**

**Resolved** – To approve the cost of £280 for the trees works picked up on the annual report and any costs associated with planning permission.

**The resolution was correctly proposed and seconded (unanimous)**

iii) **£760 +VAT for the annual monitored intruder alarm and fire alarm systems.**

**Resolved** – To approve the cost of £760 +VAT for the annual monitored intruder alarm and fire alarm systems.

**The resolution was correctly proposed and seconded (unanimous)**

iv) **£145 +VAT for the annual CCTV services.**

**Resolved** – To approve the cost of £145 +VAT for the annual CCTV services.

**The resolution was correctly proposed and seconded (unanimous)**

**007/26 To discuss the Cemetery Remembrance Garden edging and agree a way forward (agenda item 7).**

**Resolved** – To request that the matching edging is used for the remainder of the garden.

**The resolution was correctly proposed and seconded (unanimous)**

**008/26 To note the annual independent play inspections and agree any expenditure (agenda item 8).**

**Resolved** – To agree the cost of the new gate for £2972 + VAT.

**The resolution was correctly proposed and seconded (unanimous)**

**Resolved** – To agree the repair to the concrete pad at Riverside.

**The resolution was correctly proposed and seconded (unanimous)**

**009/26 To agree priorities for Community Infrastructure Levy (CIL) expenditure (agenda item 9).**

**Resolved** – To use CIL to fund the MUGA resurfacing, Riverside fence, and outdoor gym equipment, allocating up to £50,000 of the current CIL balance.

**The resolution was correctly proposed and seconded (unanimous)**

**010/26 To note the Internal Auditors Intermediate Report and agree any actions (agenda item 10).**

**Resolved** – To note the internal auditors intermediate report and agree to:

- Produce a day-to-day financial procedures guide.
- Re-approve the minutes of the meeting held on 14 April 2025.
- Claim the missed VAT as part of the January 2026 (third quarter) VAT return

**The resolution was correctly proposed and seconded (unanimous)**

**011/26 consider the following budget requests and agree a way forward (agenda item 11).**

i) **Highways Projects cost centre**

**Resolved** – To agree a provisional sum (under highways projects) be included within the 2026/27 budget to provide the Council with the flexibility to consider any fully costed proposal that may be brought forward.

**The resolution was correctly proposed and seconded (unanimous)**

ii) **Environmental Projects cost centre**

**Resolved** – To agree a combined budget of £9000 in the environmental projects and environmental grant budgets.

**The resolution was correctly proposed and seconded (unanimous)**

iii) **Annual Grant requests.**

**Resolved** – To agree a budget of £8200 for the annual grants budget.

**The resolution was correctly proposed and seconded (unanimous)**

**012/26 To discuss the 2026 / 2027 Parish Council budget and precept request (agenda item 12).**

The Clerk informed the Council that this year a budget of £169,450 was being recommended which was a precept requirement of £145,290.19.

**Resolved:** To agree the 2026 / 2027 budget with a precept requirement of £145,290.19 be submitted to North Somerset which will result in 1.1% precept increase with a Band D property being £86.97, an annual increase of 96p.

**The resolution was correctly proposed and seconded (unanimous)**

**013/26 To note the Parish Council's end of December's net position, bank balances, bank reconciliation and reserves (agenda item 13).**

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

**014/26 To authorise bills for payment for January (agenda item 14).**

**Resolved** – To authorise the bills for payment for January of £14,417.41. Cllr Voller and Cllr Bailey to authorise the BACs payments.

**The resolution was correctly proposed and seconded (unanimous)**

**015/26 To agree to update the banks mandates for NatWest and Unity Trust to remove ex-councillors and to add new councillors (agenda item 15).**

**Resolved** – To remove ex-councillors from all bank mandates; to add Cllr Smith and Cllr Thomson to the NatWest mandate; and to add Cllr Smith to the Unity Trust mandate.

**The resolution was correctly proposed and seconded (unanimous)**

**016/26 Dates of the next meetings (agenda item 16)**

Monday 2<sup>nd</sup> of February 2026, 7pm Planning Committee at the Youth & Community Centre (YCC).

Monday 2<sup>nd</sup> of February 2026, 7:30pm Youth & Community Centre Committee at the YCC.

Monday 16<sup>th</sup> of February 2026, 7:30pm Parish Council Meeting at the YCC.

The Chairman closed the meeting at 20:15

.....Chairman

.....Date

**Bills for Payment - 16th December to the 15th January 2025**  
**Banwell Parish Council**

Method	Payee	Details	Gross Amount	Comments	Minute agreed	Power
<b>Already Paid</b>						The Parish Council
DD	CF corporate	Quarterly Printing costs	£ 132.00		089/25	
DD	Octopus Energy	YCC energy use	£ 84.28		089/25	
DD	YU	Streetlight Power	£ 327.56		089/25	
DD	Mainstream	Phone and Broadband	£ 57.41		089/25	
<b>To Pay</b>						
BACS	J K Gardening	Grass cutting & Village Orderly contract	£ 1,043.34		089/25	
BACS	J K Gardening	Emptying NSC bins	£ 15.00		198/24 (ii)	
BACS	Corporate Cleaning Services	Dog Bin Emptying	£ 478.40		089/25	
BACS	Insight Cleaning	YCC Cleaning	£ 240.00		089/25	
BACS	DS Securities	Fire Alarm system maintenance	£ 318.00		006/26 (iii)	
BACS	DS Securities	Monitoring system and Intruder Alarm Maintenance	£ 594.00		006/26 (iv)	
BACS	Banwell Garden Centre	Remembrance Garden	£ 2,800.00	Awaiting work completion	120/25	
BACS	GB Sport	Play Inspection Training	£ 276.00		209/25 (i)	
DD	AvantiGas	LPG Gas	£ 525.56		089/25	
BACS	ALCA	planning training sessions	£ 45.00		209/25 (ii & iii)	
BACS	The Gatehouse	September - January Soup	£ 630.00		022/24	
BACS	British Horse Society	10 x dead slow signs	£ 135.34		211/25 (iii)	
BACS	Scribe	Civic.ly monthly cost	£ 63.60		172/24	
BACS	Weston Rail Services	Christmas Trees	£ 481.57		175/25 (ii)	
BACS	North Somerset	Step-over gate	£ 1,412.50		178/25 (i)	
DD	Lloyds Bank PLC	Multipay charge & costs (Open AI, laptop stand, mouse, microsoft business, food bank)	£ 286.03		Various, PC 089/25, 102/25	
SO	Officer Salaries	Officer Salaries	£ 3,203.67		089/25 & E29/25	
DD	Nest	Pension contributions	£ 194.56		089/25	
DD	Unity Trust	Bank Charges	£ 11.25		089/25	
DD	North Somerset	YCC Waste Collection	£ 9.77		089/25	
BACS	HMRC	PAYE and NI	£ 1,052.57		089/25	
			<b>Totals</b>			
			<b>£ 14,417.41</b>			

The Parish Council have resolved to use the General Power of Competence as of the 15th May 2023



# Banwell Parish Council

## MINUTES OF A MEETING OF THE YOUTH & COMMUNITY CENTRE (YCC) COMMITTEE HELD AT THE YCC, WEST STREET, BANWELL AT 7:30pm ON MONDAY 2<sup>nd</sup> FEBRUARY 2026

**Present:** Cllrs Andrew Base, Mike Bailey, Paul Harding, Kelly Smith & Matthew Thomson.

**In attendance:** Liz Shayler (Clerk) and Cllr Davies.

Members of the Public: two

**01/26 To elect a Chairman of the YCC Committee for 2025/26 (agenda item 1)**

**Resolved:** That Cllr Bailey be elected as Chairman of the YCC Committee for the remainder of 2025/26

**The resolution was correctly proposed and seconded (unanimous).**

**02/26 To elect a Vice Chairman of the YCC Committee for 2025/26 (agenda item 2)**

**Resolved:** That Cllr Thomson be elected as Vice Chairman of the YCC Committee for the remainder of 2025/26

**The resolution was correctly proposed and seconded (unanimous).**

**03/26 To receive apologies for absence: (agenda Item 3)**

No apologies were received.

**04/26 To receive members' declarations of interest on any agenda item (agenda Item 4).**

No interests were declared.

**05/26 To approve, as a correct record, the minutes of the YCC Committee minutes from the 3<sup>rd</sup> of November 2025 (agenda Item 5)**

**Resolved:** To approve, as a correct record, the minutes of the YCC Committee meeting from the 3<sup>rd</sup> of November 2025.

**The resolution was correctly proposed and seconded (unanimous)**

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

**06/26 To note the YMCA Dulverton report on the current Youth Club (agenda Item 6)**

The report was noted.

**07/26 To complete the YMCA Dulverton appraisal process (agenda Item 7)**

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

**The resolution was correctly proposed and seconded (unanimous).**

**08/26 To receive the Officer's report/Exchange of information (agenda Item 8)**

**i) Community Payback Team**

The boundary fence area required for the hedge planting has now been fully cleared.

**ii) ARUP Project Update**

A visit was carried out by the land management team and an acoustics engineer. Photographs were taken and tests undertaken, with a view to providing recommendations.

iii) **North Somerset Children's Services**

Children's Services will be returning to the building. They have proposed delivering a group entitled Bright Beginnings on Monday mornings, comprising two sessions of approximately two hours each, over a seven-week period.

iv) **North Somerset Children's Services Brenda**

Children's Services have appointed a new Community Co-ordinator who is reviewing gaps in children's and family provision, with a view to identifying opportunities for the Parish Council and North Somerset Council to work collaboratively to address them. The Clerk has invited her to attend the Impact Alliance meetings, as this aligns closely with related work being undertaken in Banwell.

v) **Voluntary Action North Somerset (VANS) Community events for young people (aged 11-18)**

The Parish Council has been contacted by VANS regarding the potential to host community events for secondary school-aged young people. The Clerk has indicated provisional support for further discussions. A recent event in Nailsea was delivered alongside a youth club, in a separate space, and included stalls and guest speakers and a private room for professionals to hold confidential conversations with young people, parents and carers.

**09/26 To note the chairmanship training on the 3rd of February from 6:15 – 8:30pm and agree any attendance for £45 per person (agenda Item 9).**

To note the Chairmanship training.

**10/26 To consider approval of expenditure (up to £1,000) to remove spikes from the top of the boundary fence at the Youth and Community Centre (agenda Item 10).**

**Resolved:** To approve expenditure of up to £1000 to remove the spikes from the top of the boundary fence at the Youth & Community Centre before the hedge is planted.

**The resolution was correctly proposed and seconded (unanimous)**

**11/26 To review new and the current charging schedules for the YCC and Field (agenda Item 11).**

i) **Alzheimer's Society**

**Resolved:** To offer the YCC for a further six months for free with a review in November as part of the 2027/28 budget setting process.

**The resolution was correctly proposed and seconded (unanimous).**

ii) **Sunday Methodist Services**

**Resolved:** To approve the potential permanent, weekly hire of the Youth and Community Centre on Sundays.

**The resolution was correctly proposed and seconded (unanimous).**

iii) **New Banwell Village Market**

**Resolved:** To offer the YCC for a year for free on the proviso that tables are offered to Banwell Businesses for free with a review in February 2027.

**The resolution was correctly proposed and seconded (unanimous).**

**12/26 To note the Youth and Community Centre and Youth Club budgets (agenda Item 12).**

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

**13/26 To note the Youth and Community Centre and Youth Club budgets for the 26/27 financial year (agenda Item 13).**

The Youth and Community Centre and Youth Club budgets for the 26/27 financial year were noted.

**14/26 Date of Next Meeting (agenda item 14)**

Youth & Community Centre (YCC) Committee Meeting at Banwell YCC on 11<sup>th</sup> May 2026.

The meeting closed at 7:55pm

Chairman.....

Date.....

DRAFT

## YMCA –REVIEW OF PERFORMANCE

Period under review 1<sup>st</sup> November 2025 to 27<sup>th</sup> January 2026

- 1 Are all contracted sessions being held? **Yes** / No where possible  
Comments...
- 2 Are the numbers attending increasing? Yes / **No** / NA  
Comments .... Currently mid 20s.
- 3 Is a comprehensive range of activities being organised? **Yes** / No / NA  
Comments... Yes. Received an update about their October trip.
- 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.... Summer Holiday activities to be discussed in February 2026.
- 5 YMCA arranging activities outside of the village? **Yes** / No / NA  
Comments... Summer Holiday activities to be discussed. October trip report received.
- 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 / **NA**  
Comments – None received.
- 8 Have any complaints been received about the service? Yes / **No**  
Comments... None received.
- 9 Have there been any behavioural issues at the Youth Club including damage? Yes / No / NA  
Comments.... New system in place which has improved behaviour
10. Have any unannounced visits been made by Committee members since the review? Yes/**No**  
Comments... No, due this term.
11. Any other comments:  
In February, the Clerk will meet with the YMCA to discuss summer holiday provision. The NSC Children's Services Manager has also expressed an interest in being involved in these discussions, with the potential to provide staff support. This would enable both trips and in-house activities to take place simultaneously during the summer holidays.
12. Conclusion – **Satisfactory** / Unsatisfactory
13. Action points for YMCA
  - To ensure that Tuck and Subs are being banked correctly at least every half term.
  - To arrange meeting with Clerk to discuss Summer Holiday Provision.
14. Action points for Youth Club Management Committee.
  - None at this time.



## **Minutes of the meeting of the Mendip Villages Joint Committee held virtually, 6pm on Thursday 4<sup>th</sup> February 2025.**

### **PRESENT:**

**Cllrs** Paul Harding & Kelly Smith (Banwell), Jan Murray (Churchill) Barbara Smart (Winscombe & Sandford).

**Officers:** Liz Shayler (Banwell) & Lynne Rampton (Winscombe & Sandford)

**Also present:** Trevor Smallwood (Chairman, Churchill & Langford Minibus Society), Dick Whittington (WERN), Brenda Fowler (North Somerset Council) Anne Cooke & David Williams (St Monicas Trust), Giulia Bianchini (Bristol Beacon).

### **01/26 To receive apologies for absence (agenda item 1)**

Apologies were received from Sally Diaz (Churchill), Chris Head (North Somerset) and Tina Huckle-Mills (WERN).

### **02/26 To receive members' declarations of interest on any agenda item (agenda Item 2)**

No declarations of interest were received.

### **03/26 To approve as a correct record the minutes of the Mendip Villages Joint Committee from the 27<sup>th</sup> of November 2025 (agenda item 3)**

The minutes of the meeting held on 27<sup>th</sup> of November 2025 were approved.

### **04/26 To note the following reports.**

- (i) Slides from IA Meeting 16th Dec <http://www.tinyurl.com/ia-celebrates>
- (ii) Enabler Meeting 15th Jan 2026 (pages 3 & 4)
- (iii) Chairmans report (page 5).

The reports above were noted.

### **05/26 To consider and agree expenditure and next steps within the Communications and Volunteers priority strands (agenda item 5).**

#### **(i) Community Connector (Volunteers & Communications (pages 6 & 7)**

The Committee received a report proposing a 12-month Impact Alliance-funded Community Connector role, with a concentrated three-month establishment phase involving two officers, to strengthen community connection, improve visibility of local activity and help reduce loneliness across the Mendip Villages. During discussion, it was clarified that the role is intended not only to support existing activity, but also to encourage new participation and help enable new activities where gaps are identified, and that the allocated hours would be ring-fenced to prevent council work creep.

**Resolved:** That the Committee approves the establishment of a 12-month Impact Alliance-funded Community Connector role, including an initial establishment phase involving two officers with a budget of £6900.

**The resolution was correctly proposed and seconded (unanimous)**

(ii) **Update on Community Website (Communications)**

This was delayed until the next meeting to allow the Community Connectors to have conversations with the three IT companies.

**06/26 To discuss the progression of emerging ideas and agree next steps for development (agenda item 6).**

(i) **Community transport**

The committee received a report on transport across the Mendip Villages, outlining existing provision including local bus services, volunteer medical transport schemes, and the Churchill & Langford Minibus Society, and highlighting that current limitations relate primarily to volunteer capacity rather than lack of provision.

The Banwell Clerk offered to share the communications plan with the other clerks for adaptation, including promotion of each village’s community transport scheme and cross-promotion of the Churchill & Langford Minibus Society. WERN also commented on the VANS community consultation on transport undertaken in autumn 2025; however, the findings and conclusions have not yet been published and will be considered once available

In discussion, it was noted that future funding for Change Makers is intended to be identified and progressed through Enablers, rather than through a traditional open grant application process. Enablers would identify Change Makers they wish to support, which may include individuals, groups, or venues. It was also noted that the Community Connector role could support this approach by helping to identify potential Change Makers and facilitate connections.

**07/26 To receive a presentation from Guilia Bianchini (Bristol Beacon) on the ‘All Together Now’ consultation phase, discuss, and consider participation by the Mendip Villages (agenda item 7).**

A presentation was received from Guilia Bianchini (Bristol Beacon) on the All Together Now consultation phase, a West of England Impact Alliance project exploring how arts and cultural activity can help reduce loneliness and strengthen belonging through community-based engagement and creative approaches. The Mendip Villages welcomed the opportunity to be involved in the consultation, and the Banwell and Winscombe Clerks, the Chairman, and a North Somerset Council officer offered to have further conversations with Guilia to help support and progress the work locally.

**08/26 Date of the next meeting (agenda item 7)**

6pm on Thursday the 26<sup>th</sup> of March 2025, virtually.

**The Chairman closed the meeting at 19:05**

.....Chairman

.....Date



# Banwell Parish Council

Banwell Youth & Community Centre,  
West Street, Banwell BS29 6DB  
Telephone: (01934) 820442

Email: [clerk@banwellparishcouncil.gov.uk](mailto:clerk@banwellparishcouncil.gov.uk)

**MEETING:** Wolvershill Development Liaison Working Group.

**DATE & TIME:** Monday 5<sup>th</sup> February 2026 at 2 pm.

**LOCATION:** Hybrid – Banwell Youth & Community Centre and Virtually.

**PRESENT:** Parish Councillors Steve Voller, Paul Harding, Mike Dolling and representatives from the developers with land interests at Wolvershill, Sophie Cater Jonathan Adams, Mike Kerton, Andrea Kellegher. Online Jenny Adams, Jonathan Turton

**Also present:** Liz Shayler (Clerk).

**WLG1/26 To elect a chairman**

Cllr Voller was elected Chair of the Liaison Group.

**WLG2/26 To elect a vice-chairman**

Cllr Dolling was elected Vice- Chair of the Liaison Group.

**WLG3/26 To receive apologies for absence**

No apologies were received.

**WLG4/26 To receive members' declarations of interest on any agenda item**

Declarations of Interest were received from Cllr Dolling who lives on Wolvershill Road.

**WLG5/26 To agree the following notes:**

- i) 19th September, jottings from the unexpected informal Liaison Group meeting.
- ii) 24th September Wolvershill Liaison Group
- iii) 27th September Wolvershill Liaison Group

The notes above were agreed

**WLG6/26 Recap of the Scheme to Date**

This meeting related to land under the control of Wain Estates, Ainscough Strategic Land and Bloor Homes regarding changes to the Wolvershill Masterplan.

There have been slight amendments to the masterplan since previous discussions. The outline planning applications were submitted in winter 2024/25.

The revised Masterplan continues to provide for up to 2,800 dwellings.



**Key topic updates**

## i) Transport strategy

It was confirmed that Wolvershill Road Bridge is to remain open, and the updated transport strategy now reflects this.

Transport modelling is still being finalised. Members were advised that increased general housing numbers have impacted the original modelling assumptions.

The updated Masterplan:

- Safeguards land for any future M5 J21A development.
- Does not include the proposed M5 roundabout relief road.
- Identifies the main access to the development via the bypass.
- Retains improvements to local road infrastructure around Weston-super-Mare and Locking within scope.

## ii) Education Provision

As part of the Local Plan process, a request has been received regarding additional primary school places. This has resulted in the allocation of a third primary school on one of the parcels of land not controlled by the three larger developers, located toward the northern part of the settlement.

## iii) Employment Provision

Due to a change in North Somerset policy, there has been a reduction in the land allocated for employment uses. This has resulted in a small increase in housing numbers, although the overall total remains within the 2,800 dwelling allocation.

## iv) Allotments

Allotments remain within the Masterplan. The allotment located within the strategic green gap has been slightly reshaped to respond to comments received from Natural England.

## v) Sports Facilities

The range of proposed sports facilities remains unchanged. Sports pitches continue to be identified within the strategic green gap. These are being promoted by North Somerset's Leisure Team, despite previously identified concerns raised by the Parish Council.

There are currently no proposals to provide vehicular access to the site other than via Wolvershill Road, which Members considered would encourage additional and unwanted traffic into the village.

Suggestions discussed included:

- Providing access via the bypass, thereby avoiding the need for access through Wolvershill Road.
- Exploring the use of School Fields for sports activities outside of school hours, enabling better integration with the community, providing a more accessible and sustainable location for provision, and generating potential revenue for schools.

## vi) Community Facilities

There has been a change to the shape and configuration of the community centre area. The updated layout prioritises bus access and active travel routes into the centre. Three hubs remain identified:

- Leisure Hub – Identified by the Leisure Team as accommodating a range of sports activities.
- Mobility Hub – No functional change, but relocated slightly further south toward the entrance of the centre.
- Health Hub – No change.

Car parking provision has been incorporated into the plan to serve:

- Residential areas

- Commercial uses
- Visitors to the identified hubs

Concern was raised regarding the potential inadequacy of car parking within the centre of the community, particularly at times when competing demands from residential, commercial and hub-related uses may coincide.

Active travel routes remain unchanged.

- vii) **Safeguarding land for potential M5 slip road**  
North Somerset has requested that land be safeguarded for a potential future M5 slip road.

As a result, the previously proposed direct access into the employment area between Summer Lane and the Knightcott Road bridge over the M5 has been removed. Access will now utilise the initial section of Summer Lane before bearing left behind the identified employment area.

**WLG8/26**

**Next Steps**

The developers confirmed that detailed design work is ongoing. The current programme anticipates the submission of full planning applications in May 2027.

**WLG9/26**

**Date of next meeting – TBD – Hybrid at Banwell YCC and virtually.**

DRAFT

**5. To note the training and events available and agree any attendance.**

- i) **ALCA Chairmanship Training £45 Cllr Dolling**  
Already attended by Cllr Dolling under the Clerks delegated powers.
- ii) **ALCA Preparing for Assertion 10 (parts 1 & 2) Clerk Training £35 Clerk**  
This training relates to the new requirements under Assertion 10. Whilst the Council is already meeting these requirements, completion of the training forms part of the updated compliance framework.
- iii) **ALCA Preparing for Assertion 10 Councillor Training 10 Mar 2026 6:15 pm £15**  
This training relates to the new requirements under Assertion 10. Whilst attendance is not mandatory, it is considered good practice to support councillors in understanding the updated requirements and governance expectations.
- iv) **ALCA events and training from £30 each [Upcoming-events](#)**
- v) **ALCA e-learning on nimble £14 each [E-Learning Courses ALCA](#)**
- vi) **Breakthrough communications training £30 [Communications Courses ALCA](#)**
- vii) **Various finance training £30 [Finance Training ALCA](#)**
- viii) **Various Scribe finance training (this is our accounting package) Free [Scribe Training](#)**
- ix) **Various NALC training from £32.68 [www.nalc.gov.uk/nalc-events](http://www.nalc.gov.uk/nalc-events)**

**6. To receive the Officer report/Exchange of information: Please note that the Council is unable to make any formal decision under this item.**

- i) **Banwell Bypass update**
  - **Knightcott Road:** Temporary traffic lights will remain in place for the foreseeable future. Since the recent adjustment to the light sequencing, no significant issues have been reported. The lights will continue to be moved between the compound and the motorway bridge as works progress to complete the utility installations and shared use path.
  - **Traffic Management:** Ongoing traffic management arrangements continue to be largely driven by utility works. Night-time works by Wessex Water are awaiting authorisation in the Jubilee Gardens, Riverside and Well Lane areas and are anticipated to take place on or around 2nd and 3rd March. Wales & West are planning traffic lights on Castle Hill from 25<sup>th</sup> Feb until 20<sup>th</sup> March. A query has been raised regarding the location and sequencing of the traffic lights.
  - **Wolvershill Road:** There remains an aspiration to reopen Wolvershill Road in mid-March, subject to progress on current works.
  - **Communications:** The latest quarterly newsletter was published in the February edition of the Parish Magazine.
- ii) **Mead Fields Surgery**

Three members of the community attended and raised the following matters:

  - Retail / Health Provision – It was confirmed that a planning application has been submitted for the retail and health provision areas.
  - Play Area – Members were advised that the new play area has been temporarily closed due to vandalism to the grass matting. It is expected to reopen in the spring following the planting of the hedges.
  - Pedestrian Connectivity to Locking Parklands – A new planning application has been submitted, and it is hoped that this will be approved promptly to enable the footpath to be constructed.
  - Vehicular Access to Locking Parklands – The construction of the road connection has now commenced.
  - Zebra Crossing Request – A request was made for a zebra crossing to link Mead Fields with West Wick.
  - Condition of Roads – Concern was expressed regarding the condition of the roads, particularly Cowleaze, leading from the Taylor Wimpey building site.
- iii) **Community Co-Ordinator funded by North Somersets Children's Services**

Banwell has been selected as one of two pilot areas to receive support from a newly appointed Community Co-ordinator, funded by North Somerset Children's Services. The role will focus on identifying gaps in service provision for families and young people, with a view to working in partnership with local organisations to help address these gaps. Mead Fields has already been put forward as an area to explore opportunities around community cohesion and integration. The Community Co-ordinator will also work with the Mendip Villages Joint Committee as part of the wider collaborative approach.

#### **iv) Community Connector Role**

The Mendip Villages Joint Committee have agreed to progress a 12-month Impact Alliance-funded Community Connector role to strengthen community connection and help reduce loneliness across the Mendip Villages. The role will focus on supporting and enabling local volunteers and community-led activity, improving visibility of what is already happening and helping people to get involved. The role will be delivered initially through a three-month establishment phase involving one officer from Banwell Parish Council and one officer from Winscombe Parish Council, followed by ongoing delivery for the remainder of the 12-month period by Banwell's Officer.

#### **7. To approve the following expenditure. (page 8 & 9).**

##### **i) Up to £35 for engraving and paperweight for 'Service to the Community Award'.**

This will cover the cost of engraving and purchasing a commemorative paperweight to recognise an individual's outstanding contributions to the community. Shortlisting on the 13th of April. Currently £20 net for the paperweight, £3.95 delivery and £9 for engraving of shield.

##### **ii) £103 for annual automatic front door service.**

This is the door at the Youth & Community Centre.

##### **iii) £299 for a 35l Fido Dog Waste Bin.**

This is to replace the one at the Recreation Ground which is going to be moved to the bottom of the West Garston ramp.

##### **iv) A one off payment of £226 to support the setup of the Community Market.**

Following discussions with two local residents, a new, rebranded monthly market has been agreed at the YCC. The YCC Committee has confirmed its support by allowing use of the building free of charge for an initial 12-month period, on the proviso that Banwell-based businesses are offered a table free of charge (as is done for the Christmas Market).

This one-off contribution would be towards the first years public liability insurance and a full-page advertisement in the Parish Magazine. Providing this would assist the organisers in establishing the market on a secure and properly insured footing, with appropriate promotion to maximise initial awareness. The proposed market aligns with the Parish Council's previous inclusion of a monthly market within its long-term action plan and would support local enterprise and community activity at the YCC.

It is anticipated that income generated from stallholders (based outside Banwell who would be charged a fee) would be used to fund future insurance and advertising costs, with the intention that the market becomes financially self-sustaining.

#### **8. To agree the 2026 spring and summer clean dates and a refreshments budget.**

Proposed dates:

- Mead Fields – Wednesday April 8<sup>th</sup> 7pm
- Banwell Spring Clean – Saturday May 16<sup>th</sup> 10am
- Mead Fields – Wednesday August 5<sup>th</sup> 7pm
- Banwell Summer Clean – September 19<sup>th</sup> 10am

Previously, the WI kindly donated cakes and volunteers but they no longer have a branch within the village. However, if no volunteers or cake donations are available this year, a budget of £160 is proposed to cover refreshments for all four events.

#### **9. To discuss the street name suggestions (Westhill Paddock) for the Taylor Wimpey part of the Mead Fields Development and agree a way forward.**

The proposed street name for the Taylor Wimpey element of the Mead Fields development is Westhill Paddock. The local historian was consulted. The general view was that the use of Paddock may cause confusion with The Paddocks in Banwell.

Following a review of the Tithe Maps, Members are asked to consider whether:

- The word Paddock could be replaced with an alternative suffix (e.g. Road, Close, Drive, etc.); or
- An alternative name should be proposed, such as Martins Hill (with an appropriate suffix).

## 10. To discuss the request from North Somerset to:

Identified Issue	Comments
Inspecting issues within Banwell and providing photographic evidence to North Somerset	Two councillors and one member of the public have already volunteered to assist. It is envisaged that this would operate as a coordinated team effort, with individuals allocated a small number of footpaths to initially inspect and report back with photographic evidence.
Minor maintenance work like clearing vegetation from gates and stiles	It has been suggested that this work could be undertaken by the Community Payback Team and/or incorporated into the annual spring/summer clean-up days.
Place new signage on structures denoting the Public Rights of Way.	It has been suggested that, subject to agreement with North Somerset Council, this work could also be undertaken by the Community Payback Team and/or incorporated into the annual Spring and Summer Clean events

### Recommendation

To consider extending the remit of the Environmental Working Group to include oversight of Public Rights of Way within the parish, with an initial inspection to be undertaken in April to identify works for the Community Payback Team and/or Spring Clean event, and a further inspection in August to inform works for the Payback Team and/or Summer Clean date.

## 11.To discuss the first draft of the Health & Wellbeing Strategy 2026 to 2029.

Members are asked to consider the attached draft Health & Wellbeing Strategy 2026–2029.

The Parish Council has consistently taken a forward-looking approach, recognising that Banwell is changing and that growth brings both opportunities and challenges for the parish. Alongside the Council's Strategic Plan, this draft strategy sets out how the Parish Council can support connection, inclusion and wellbeing across the community over the coming years.

The strategy has been developed to sit alongside, rather than within, the existing Strategic Plan. While health and wellbeing are already reflected across a number of current objectives, bringing these together in a separate document provides greater clarity and focus, particularly in light of population growth, emerging work through the Mendip Villages Impact Alliance, the Parish Council's role in advocating for community needs, and the potential to support future grant funding applications where a clear strategic framework is required.

The strategy covers the period 2026–2029, aligning with the remaining timescale of the current Strategic Plan, and will be reviewed alongside it in 2029

This document is presented as a first draft and members are invited to provide comments or suggested amendments. Subject to feedback, it is proposed that a final version be brought back to Council for adoption in March. If no significant changes are required, the strategy could be adopted at this meeting.

# Banwell Parish Council

## Health & Wellbeing Strategy 2026–2029

A Connected, Active and Inclusive Community

### 1. Introduction – Why This Strategy Matters Now

Banwell is changing. For generations, our parish has been shaped by its landscape, its heritage, and its strong sense of community. With a population of just over 3,000 residents, Banwell has long combined rural character with an active and engaged village life.

But over the coming decade, Banwell will grow significantly. The approved Mead Fields development and the planned Wolverhill development of up to 2,800 homes will transform the size and shape of our community. Within a relatively short period of time, Banwell may more than double in population. Growth brings opportunity — but it also brings responsibility.

At the same time, Banwell faces existing challenges. Compared to North Somerset as a whole, we have:

- A higher proportion of residents aged over 70.
- Areas within the 20% most deprived nationally for income affecting children.
- Recognised barriers to housing and services.
- Transport limitations for some residents.
- Quiet, often hidden loneliness.

Through our work with the Mendip Villages Impact Alliance, and through listening to residents, volunteers, health professionals and community groups, one message has been consistent: There is a lot happening in Banwell — but not everyone feels connected to it.

As Banwell grows, connection cannot be left to chance. This Health & Wellbeing Strategy sets out how Banwell Parish Council will help shape a community where growth strengthens belonging rather than weakens it.

This strategy supports and sits alongside the Parish Council's Strategic Plan 2024–2029. It does not replace existing objectives; instead, it brings them together under a clear wellbeing lens. It covers the period 2026–2029 and will be reviewed annually.

### 2. What We Mean by Health & Wellbeing

When we talk about health and wellbeing, we do not mean hospitals or clinical services. We mean something broader.

Health and wellbeing in Banwell means:

- Feeling connected and not alone.
- Being able to take part in community life.
- Having safe and welcoming spaces to meet.
- Being physically active in ways that suit us.
- Accessing green spaces and nature.
- Feeling included regardless of age, income or ability.
- Knowing where to find information and support.
- Feeling that Banwell is a place where we belong.

While this strategy takes a broad view of wellbeing, our immediate measurable focus will be reducing loneliness and social isolation. This reflects our work through the Mendip Villages Impact Alliance and the evidence gathered across our community.

Loneliness is not always visible. It often sits quietly behind busy routines. It affects older residents, new families, disabled residents, people who no longer drive, those on lower incomes, and newcomers who do not yet know where to start. Reducing loneliness is not always about creating entirely new services. Often, it is about making it easier to access what already exists.

### **3. Banwell Today – Strong Foundations, Emerging Pressures**

Banwell is not starting from scratch. We are fortunate to have:

- An active Youth & Community Centre.
- A recreation ground, play areas and a multi-use games area.
- Health walks and walking buddy schemes.
- A dementia café.
- Citizens Advice outreach.
- A Public Living Room and warm space provision.
- Youth activities delivered in partnership with YMCA Dulverton.
- Volunteer driver schemes and transport support.
- Active Football Club.
- Allotments.
- Strong environmental leadership, including solar investment and biodiversity initiatives.
- A committed volunteer base.

These assets form a strong foundation. However, our listening work has identified several pressures:

- Information about activities is fragmented.
- New residents can struggle to integrate.
- Daytime, low-cost options are limited for some groups.
- Disabled residents can access buildings but lack confidence, transport or companionship.
- Volunteer recruitment is increasingly challenging.
- Growth risks creating parallel communities rather than one cohesive parish.

If we are intentional now, growth can bring vitality and diversity. If we are not, it can unintentionally increase isolation and fragmentation. This strategy exists to ensure we are intentional.

### **4. The Role of Banwell Parish Council**

Banwell Parish Council does not provide clinical health services, nor do we replace the responsibilities of North Somerset Council or the NHS. We are:

- A convenor of partnerships.
- A provider of welcoming, affordable community spaces.
- A steward of green spaces and local amenities.
- An advocate within planning processes.
- A supporter of volunteers and community groups.
- A listening council, responding to local needs.
- An enabler of connection.

We recognise that wellbeing is shaped not only by services, but by design, access, inclusion and belonging.

Through this strategy, we commit to ensuring that health and wellbeing considerations inform:

- Planning responses and development negotiations.

- The management and enhancement of our open spaces.
- The programming and accessibility of the Youth & Community Centre.
- Community engagement and communication.
- Funding priorities and partnership work.

As Banwell grows, the Parish Council will act as a steady and visible anchor, helping ensure that infrastructure for connection grows alongside housing.

## **Our Strategic Priorities 2026–2029**

### **Priority 1: A Connected Community** *(Reducing Loneliness and Social Isolation)*

Connection is the foundation of wellbeing. Over the next three years, within our role as a pilot community for the Impact Alliance we will prioritise:

- Developing a clear and accessible “What’s On” information hub, combining online and offline communication.
- Strengthening buddy-style approaches that help residents attend activities for the first time.
- Supporting volunteer recruitment and recognition, including cross-parish collaboration.
- Improving integration support for new residents in both existing and new developments.
- Encouraging low-cost, welcoming daytime opportunities.
- Working with partners to understand and address hidden loneliness.

Our focus will not only be on creating entirely new structures, but on making it easier for people to find, access and feel confident participating in what already exists.

### **Priority 2: Active & Healthy Lives**

Physical activity, green space and informal movement are central to both physical and mental wellbeing. We will:

- Expand and promote accessible health walks across the parish.
- Support the introduction and use of outdoor gym equipment.
- Maintain and enhance accessible play areas and recreational spaces.
- Advocate for safe walking and cycling routes in planning processes.
- Support allotments and community food growing initiatives.
- Ensure green spaces are welcoming, safe and inclusive for all generations.

Active living should not depend on income, transport or confidence. It should be built into the fabric of the parish.

### **Priority 3: Inclusive & Supportive Spaces**

Our community buildings and spaces should feel open, welcoming and affordable. We will:

- Position the Youth & Community Centre as a wellbeing hub.
- Support continued use of the YCC by groups such as Citizens Advice, the Dementia Café and other community support organisations.
- Encourage disability-inclusive programming and peer support opportunities.
- Support provision for young families, particularly in light of reduced children’s centre services.
- Maintain warm space and low-cost access initiatives where needed.
- Ensure facilities remain accessible and inclusive.

Inclusion is not only about physical access. It is about confidence, affordability and welcome.

### **Priority 4: Growing Well Together**

Growth must strengthen community, not fragment it.

As Wolvershill and other developments progress, we will advocate for:

- Walkable neighbourhood design.
- Accessible community space within new developments.

- Green corridors and biodiversity integration.
- Allotment provision.
- Youth and recreational infrastructure.
- Protection of Banwell's identity and distinct character.

Wellbeing must be designed in — not retrofitted. This strategy will inform the Parish Council's approach to Section 106 / Community Infrastructure Levy discussions and planning engagement.

### **Priority 5: Sustainable & Resilient Banwell**

Environmental wellbeing and community wellbeing are closely linked. We will continue to:

- Enhance biodiversity and green infrastructure.
- Support community orchard and habitat initiatives.
- Promote sustainable travel where possible.
- Build climate resilience into planning discussions.
- Promote environmental awareness through communication and engagement.

Access to nature, clean air, green space and sustainable infrastructure contributes directly to long-term health and wellbeing.

### **Measuring Our Impact**

This strategy sets direction rather than rigid targets. During 2026–2029, we will:

- Monitor participation in key activities such as health walks and community initiatives.
- Track volunteer engagement and involvement.
- Review feedback gathered through Impact Alliance work.
- Assess awareness and usage of information platforms.
- Reflect annually on whether connection, inclusion and access are improving.

Specific indicators will be refined in partnership with Impact Alliance and other stakeholders, ensuring that measurement remains proportionate and aligned with available resources.

Our approach will remain practical and flexible, avoiding unnecessary bureaucracy while ensuring accountability.

### **What Success Will Feel Like in 2029**

By 2029, success will not only be measured in numbers. It will feel like:

- Residents in Mead Fields feel more connected to parish life.
- Information about activities and support is easy to find and widely used.
- More people feel confident walking into a group for the first time.
- Volunteers feel supported and valued.
- Green spaces are well used across generations.
- The Parish Council has listened carefully, advocated clearly, and ensured that community wellbeing is part of planning conversations wherever possible.
- Early planning for Wolvershill has clearly embedded wellbeing, green space and community infrastructure from the outset.

Growth will continue to bring change. Our role is to listen, to advocate, and to strengthen connection so that no part of our parish feels overlooked.

### **13 To note North Somersets A371 Knightcott Road ‘Missing Link’ scheme and agree any feedback.**

#### **Received from North Somerset**

The proposal includes the provision of a 3m wide bi-directional shared path on the north side of the A371. Currently only a narrow footway is available with cyclists sharing the road with vehicles. The scheme fills a gap in the cycling infrastructure that will emerge between existing infrastructure to the west and committed infrastructure to the east as part of the Banwell Bypass (please see Fig.1 attached). To the west a Safer Roads Fund scheme linked Locking Parklands to the existing infrastructure within Weston-super-Mare. To the east the Banwell Bypass includes a segregated cycle & pedestrian path along its length, however falling short of the Safer Roads Fund scheme by some 400m – i.e. the missing link.

The benefits of this scheme:

- Improved accessibility through an improved surface and wider path for walking, wheeling and cycling.
- Providing a continuous connection between the existing cycling routes in Weston with the new Banwell Bypass facility which links to the Strawberry Line.
- Connecting Banwell to Weston and extending the Local Cycling and Walking Infrastructure Plan (LCWIP) route.
- Providing a safe route from the Wolverhill development from day 1 (to schools and other amenities) when there is uncertainty on the timeline for the other two bridge routes to the north.

#### **Draft Resolution**

The Parish Council supports the principle of improving connectivity by completing the walking and cycling link between Banwell, Weston-super-Mare and the Banwell Bypass route, thereby strengthening the wider strategic network.

### **14 To note the Environment Agencies ‘Withdrawal of Maintenance Consultation’ and agree a response.**

The Environment Agency has launched a three-month consultation regarding its proposed withdrawal of vegetation maintenance on certain low-risk sections of statutory Main Rivers, including stretches affecting Banwell. The Agency explains that vegetation maintenance is undertaken using permissive powers and that there is no legal duty to carry out this work. Responsibility for watercourse maintenance ultimately rests with riparian landowners.

Due to rising operational costs and national prioritisation of funding based on flood risk and environmental benefit, the Environment Agency states it can no longer undertake routine vegetation maintenance on watercourses classified as low risk to property or where only agricultural land is affected.

The consultation invites evidence to support future funding bids, particularly:

- Instances of property flooding
- Evidence of environmental benefit
- Known legal agreements
- Supporting documents, maps or photographs

Responses must be submitted by 30 April 2026. The Agency will publish findings in Summer 2026.

It is suggested that the Communications Officer be asked to publicise the consultation in the March Parish Magazine, on social media, and via the e-newsletter, encouraging residents to submit any relevant evidence directly to the Environment Agency before the closing date.

Members are also asked to consider whether the Parish Council wishes to submit a formal response.

#### **Possible draft response**

Banwell Parish Council welcomes the opportunity to respond to the Environment Agency’s consultation regarding the withdrawal of vegetation maintenance on sections of the Main River within the parish.

The Council has received reports of recent property flooding adjacent to local rhynes. While no formal assessment of causation has been undertaken, these incidents have increased community concern regarding channel capacity and vegetation build-up in certain locations. Residents have observed sections

of watercourse where vegetation growth appears significant and flow reduced. The Council considers that maintaining channel capacity forms part of local flood resilience.

Banwell is experiencing ongoing development, and cumulative impacts on surface water and fluvial systems are relevant considerations in long-term maintenance planning.

The Parish Council would be willing to engage constructively with the Environment Agency and other partners to explore potential solutions should additional evidence support continued maintenance.

### 15 To note the increase of bank charges for Unity Bank.

Unity Trust Bank has notified the Parish Council that revised fees and charges will take effect from 1 February 2026. The changes include an increase to the monthly account fee and some transaction charges, alongside small reductions in certain payment types, as set out in the table below. The bank advises that the revisions reflect rising operational and compliance costs across the sector and follow recent service enhancements, including expanded online banking functionality, integration with accounting software, and strengthened security measures. Members are asked to note the updated fee structure.

Service	Current Price	New price
Monthly Account fee	£6.00 per month	£7.00 per month
Cash deposits (per £100*)	60p (Post Office)	70p (Post Office and NatWest)
	50p (NatWest)	
Cheque deposits	30p each	40p each
Bacs	14p per transaction	15p per transaction
Bulk Faster Payments	30p per transaction	25p per transaction
International payments	£24.00	£20.00
CHAPS	£28.00	£25.00

\* Cash paid in per £100 or part thereof, for each payment calculated monthly and charged quarterly.

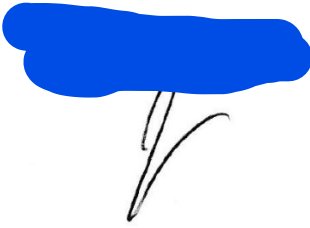
# BANWELL PARISH COUNCIL

## Quarterly Internal Controls Checklist

Financial Period covered: October - December 2025	Chq.No: N/A	Scb No:305	Scb No:329	Scb No:335	Scb No:355	Scb No:374	Scb No:377	Scb No:127	Month: Qtr	Month:Feb	Month:Mar	Month:Jan	Jan	Month: Feb	Month:Jan	Month:Feb
	Y/N	Y/N	Y/N	Y/N	Y/N	Y/N	Y/N	Y/N	Y/N	Y/N	Y/N	Y/N	Y/N	Y/N	Y/N	Y/N
Are payments authorised by a minimum of two members?	Y	Y														
Are original invoices initialled as evidence to confirm payment is accurate?	Y	Y	Y	Y	Y	Y										
Is the correct amount shown on the bank statement?	Y	Y	Y	Y	Y	Y										
Is the payment shown accurately on Scribe cashbook and initialled	Y	Y	Y	Y	Y	Y										
Are all receipts/income payments correctly shown as part of the 'Scribe Cashbook'?							Y	Y								
Are income receipts reconciled against bank statements							Y	Y								
Is VAT reclaimed correctly, checked as accurate and initialled by a member?									Y							
Is the VAT amount paid /claimed correctly shown on the bank statement?									Y							
Does a member review and countersign each reconciled and appropriate bank statement?										Y						
Are all Bank Accounts reconciled on a monthly basis?											Y					
Is there a separate S137 and VAT column shown as part of the Scribe accounts?												Y				
If funds needs to be transferred between Accounts has a 'Virement' been agreed by the Full Council and noted accordingly?													N/A			
Does the Full Council see the budget figures, monthly?													Y			
Is the PAYE initialled as accurate and NEST summary initialled as correct?														Y		
Is the PAYE and salary payments reconciled with the bank statement and Scribe accounts?														Y		
Card Statement to be checked against related invoices, with invoices initialled as correct.															Y	
Do the monthly bills for payment schedules agree and are these presented as part of the monthly accounting process to Full Council?																Y

Additional Comments	All accounts in order
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**Reviewed by Councillor:** Steve Voller  
**Date:** 10th February, 2026



## Banwell Parish Council

### Net Position by Cost Centre and Code - All Cost Centres and Codes

#### 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	1,625.00	325.00
102	Cem paths / trees / garder				300.00	85.00	215.00
103	Cem making up graves				200.00		200.00
104	Cemetery / Memorial Main				5,000.00	18.49	4,981.51
105	Env Fee				2,045.00	320.00	1,725.00
106	Cemetery software				450.00	555.00	-105.00
					<b>9,945.00</b>	<b>£2,603.49</b>	<b>7,341.51</b>

#### 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			4,229.97		170.00	4,059.97
111	Cemetery Bank interest			4,001.33			4,001.33
					<b>£8,231.30</b>	<b>£170.00</b>	<b>8,061.30</b>

#### 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				48,000.00	44,305.09	3,694.91	
202	Clerk pension				2,400.00	2,086.06	313.94	
203	Advertising				650.00	706.00	-56.00	
204	Insurance				1,900.00	1,845.01	54.99	
205	Subscriptions inc ALCA &				2,000.00	1,273.37	726.63	
206	Audit Fee				1,400.00	755.00	645.00	
207	Legal Costs				600.00	132.70	467.30	
208	Training Officers				600.00	255.00	345.00	
209	Training Councillor				500.00	520.00	-20.00	
210	Grants & Donations				8,100.00	6,233.23	1,866.77	
211	Chairmans Allowance				400.00	137.34	262.66	
212	IT Equipment in software			58.10	1,500.00	2,841.69	-1,283.59	
213	Bank Charges				200.00	136.97	63.03	
215	Risk Assessments				180.00		180.00	
709	Office Equipment inc Web				1,500.00	1,280.35	219.65	
					<b>£58.10</b>	<b>69,930.00</b>	<b>£62,507.81</b>	<b>7,480.29</b>

#### 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	Food bank			1,650.00	2,000.00	722.66	2,927.34	
504	CIL 2022/23					60,482.43	-60,482.43	
505	CIL 2025/26			58,376.83			58,376.83	
718	Living Room			1,502.50		1,651.64	-149.14	
808	Social Perscribing Grant					738.83	-738.83	
					<b>£61,529.33</b>	<b>2,000.00</b>	<b>£63,595.56</b>	<b>-66.23</b>

#### 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				2,045.00	1,704.20	340.80		
303	Env Hedge / Fence / Tree				310.00	176.02	133.98		
304	Village Orderly		435.81	435.81	4,890.00	4,000.00	890.00		
305	Dog Bins			1,050.00	7,500.00	7,186.15	1,363.85		
306	Env Maintenance / Inspect				2,000.00	1,719.67	280.33		
307	Env Projects		245.00	245.00	8,200.00	3,183.67	5,016.33		
308	Env Grant		7,149.00		1,000.00		-6,149.00		
					<b>9,477.69</b>	<b>£3,378.69</b>	<b>27,592.88</b>	<b>£19,617.59</b>	<b>1,876.29</b>

#### Highways

<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>

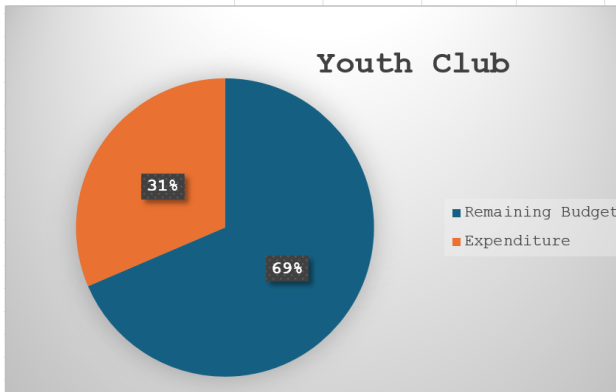
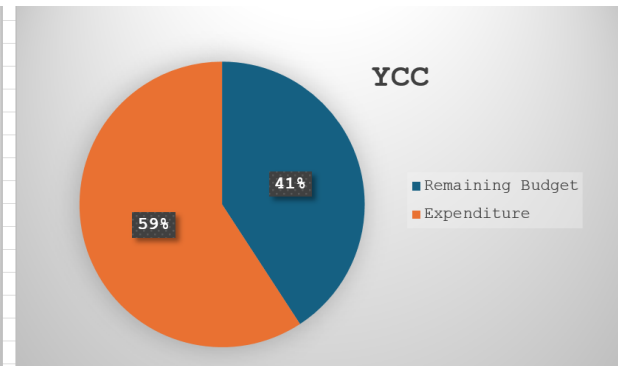
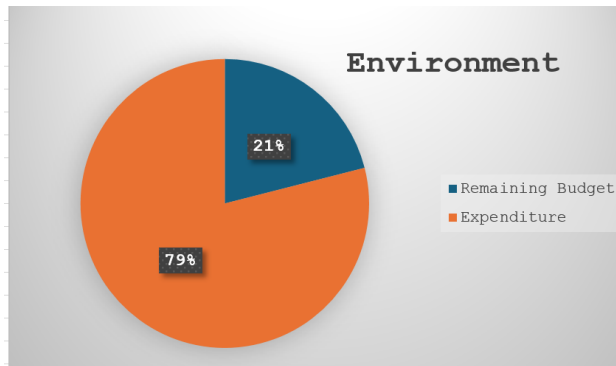
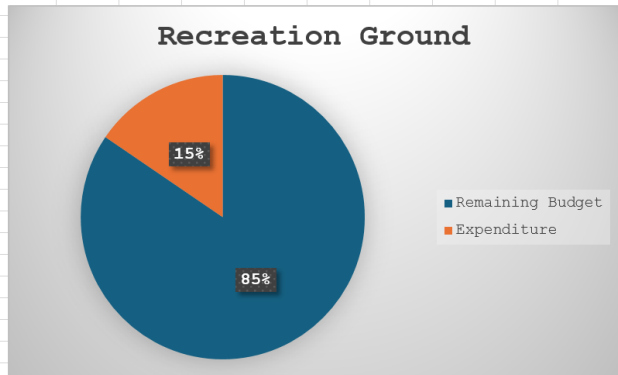
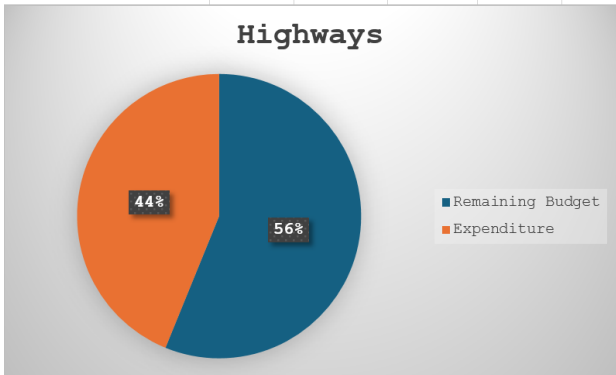
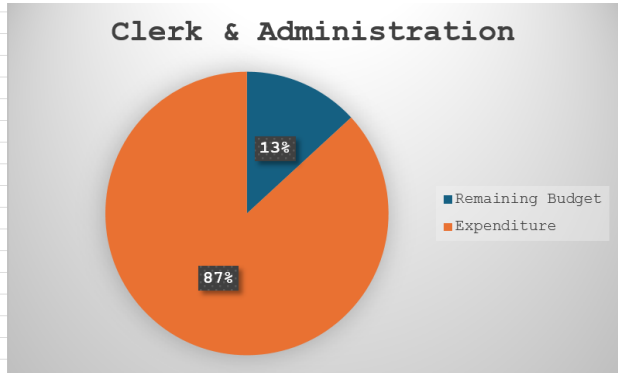
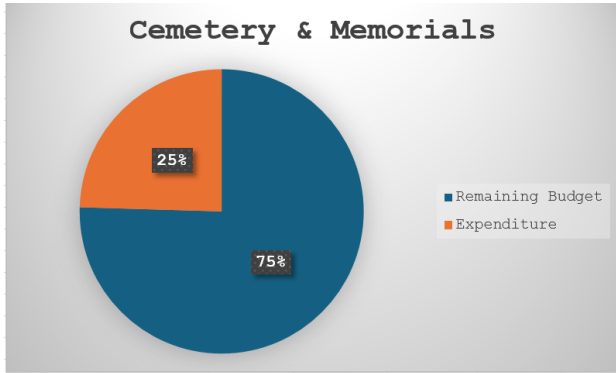
Current Balance = Balance B/Fwd - (Receipt Budget - Actual Receipt) + (Payment Budget - Actual Payments)

**Banwell Parish Council**  
**Net Position by Cost Centre and Code - All Cost Centres and Codes**

<u>Cost Centre Name</u>								
401	Street light power			3,000.00	2,203.28	796.72		
402	Street light maintenance			1,500.00	947.00	553.00		
403	Street light upgrade							
404	Highways related projects			3,000.00	137.47	2,862.53		
				<b>7,500.00</b>	<b>£3,287.75</b>	<b>4,212.25</b>		
<hr/>								
<u>Income</u>		<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>	
<u>Code</u>	<u>Title</u>		<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	
501	Misc Income		300.00	12.08			-287.92	
502	Annual Precept		122,646.03	139,365.19			16,719.16	
503	VAT							
				<b>122,946.03</b>	<b>£139,377.27</b>		<b>16,431.24</b>	
<hr/>								
<u>Recreation Ground</u>		<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>	
<u>Code</u>	<u>Title</u>		<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	
601	Rec Grass Cutting				2,300.00	1,875.00	425.00	
602	Rec Maintenance				8,600.00	420.25	8,179.75	
603	Rec Tree & Fence Work				300.00	100.00	200.00	
604	Rec Inspections				400.00	516.00	-116.00	
605	Rec Play Equipment & Be				6,000.00		6,000.00	
					<b>17,600.00</b>	<b>£2,911.25</b>	<b>14,688.75</b>	
<hr/>								
<u>Youth &amp; Community Centre</u>		<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>	
<u>Code</u>	<u>Title</u>		<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	
701	YCC upgrade				2,000.00	353.50	1,646.50	
702	YCC repairs & maintenanc				3,000.00	3,250.00	-250.00	
703	YCC CCTV				800.00		800.00	
704	YCC Electricity			154.22	800.00	316.83	637.39	
705	YCC Gas				1,000.00	500.53	499.47	
706	YCC water				600.00	221.97	378.03	
707	YCC waste				300.00	214.79	85.21	
708	YCC cleaning & supplies				3,000.00	2,590.38	409.62	
710	YCC phone & wifi				600.00	490.68	109.32	
711	YCC Grass cutting				1,125.00	937.50	187.50	
712	YCC hedge, fence & tree \				500.00	100.00	400.00	
713	YCC grants & donations		1,000.00	1,500.00			500.00	
714	YCC income		500.00	348.00			-152.00	
715	YCC Booking software				430.00	417.60	12.40	
716	YCC Music Licence				600.00	764.33	-164.33	
717	YCC events refreshments			18.62	150.00	45.30	123.32	
				<b>1,500.00</b>	<b>£2,020.84</b>	<b>14,905.00</b>	<b>£10,203.41</b>	<b>5,222.43</b>
<hr/>								
<u>Youth Club</u>		<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>	
<u>Code</u>	<u>Title</u>		<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	
801	YC sessions				8,000.00	3,240.00	4,760.00	
802	YC budget				400.00	14.12	385.88	
803	YC extraordinary activities			177.00	5,000.00	880.57	4,296.43	
805	YC subscriptions		550.00	534.00			-16.00	
806	Tuck Shop		100.00	299.50	100.00	284.95	14.55	
807	Youth Forum				200.00		200.00	
				<b>650.00</b>	<b>£1,010.50</b>	<b>13,700.00</b>	<b>£4,419.64</b>	<b>9,640.86</b>
<hr/>								
<b>NET TOTAL</b>			<b>134,573.72</b>	<b>£215,606.03</b>	<b>163,172.88</b>	<b>£169,316.50</b>	<b>74,888.69</b>	

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

## Finance Charts for February, 2026 Meeting



## Banwell Parish Council

Prepared by: \_\_\_\_\_

Date: \_\_\_\_\_

*Name and Role (Clerk/RFO etc)*

Approved by: \_\_\_\_\_

Date: \_\_\_\_\_

*Name and Role (RFO/Chair of Finance etc)*

	<b>Bank Reconciliation at 31/01/2026</b>		
	Cash in Hand 01/04/2025		248,375.73
	<b>ADD</b> Receipts 01/04/2025 - 31/01/2026		232,478.40
			480,854.13
	<b>SUBTRACT</b> Payments 01/04/2025 - 31/01/2026		178,214.82
<b>A</b>	<b>Cash in Hand 31/01/2026</b> (per Cash Book)		<b>302,639.31</b>
	Cash in hand per Bank Statements		
	Natwest Current account (5335765    31/01/2026	6,146.23	
	Cemetery Reserve Account (59678    31/01/2026	23,620.50	
	PC Reserve Saver account (81413    31/01/2026	51.21	
	Unity Trust Bank (20398572)    31/01/2026	130,566.90	
	Lloyds Credit Card    31/01/2026	0.00	
	Charity Bank    31/01/2026	92,254.47	
	Unity Saver    31/01/2026	50,000.00	
			<b>302,639.31</b>
	Less unrepresented payments		
			302,639.31
	Plus unrepresented receipts		
<b>B</b>	<b>Adjusted Bank Balance</b>		<b>302,639.31</b>
	<b>A = B Checks out OK</b>		

**Banwell Parish Council**  
**Reserves Balance**  
**2025-2026**

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<u>Reserve</u>	<u>OpeningBalance</u>	<u>Transfers</u>	<u>Spend</u>	<u>Receipts</u>	<u>CurrentBalance</u>
<b>Earmarked</b>					
Cemetery Reserves	109,753.67		170.00	8,231.30	117,814.97
Social prescribing grant	863.57		880.57	177.00	160.00
Food Bank	2,623.64		722.66	1,650.00	3,550.98
New Banwell Solar	9,488.88				9,488.88
CIL 22/23	64,986.16		60,482.43		4,503.73
Refreshments	32.33		45.30	18.62	5.65
CIL 2023/24	5,598.67				5,598.67
Community Living Room	126.49		1,651.64	1,502.50	-22.65
CIL 2025/26				58,376.83	58,376.83
<b>Total Earmarked</b>	<b>193,473.41</b>		<b>63,952.60</b>	<b>69,956.25</b>	<b>199,477.06</b>
<b>TOTAL RESERVE</b>	<b>193,473.41</b>		<b>63,952.60</b>	<b>69,956.25</b>	<b>199,477.06</b>
<b>GENERAL FUND</b>					96,367.16
<b>TOTAL FUNDS</b>					295,844.22

**Bills for Payment - 20th January to the 10th February 2026**  
**Banwell Parish Council**

Method	Payee	Details	Gross Amount	Comments	Minute agreed	Power
<b>Already Paid</b>						The Parish Council
DD	TV Licence	YCC TV license	£ 174.50		089/25	
DD	EMS	charge for using card reader	£ 0.92		Admin	
DD	Water2business	YCC Water	£ 139.23		089/25	
DD	YU	Streetlight Power	£ 324.48		089/25	
DD	Octopus Energy	YCC energy use	£ 79.73		089/25	
DD	AvantiGas	Quarterly standing charge	£ 83.92		089/25	
DD	Mainstream	Phone and Broadband	£ 57.37		089/25	
<b>To Pay</b>						
BACS	J K Gardening	Grass cutting & Village Orderly contract	£ 1,043.34		089/25	
BACS	J K Gardening	Emptying NSC bins	£ 15.00		198/24 (ii)	
BACS	J K Gardening	Grass cutting & Village Orderly contract	£ 40.00		Admin	
BACS	J K Gardening	Hedges; rec, YCC & Riverside <b>Total: £1493.34</b>	£ 395.00		089/25	
BACS	Corporate Cleaning Services	Dog Bin Emptying	£ 598.00		089/25	
BACS	Insight Cleaning	YCC Cleaning	£ 240.00		089/25	
BACS	YMCA	December Youth Club Provision	£ 405.00		089/25	
BACS	YMCA	January Youth Club Provision	£ 540.00	awaiting invoice	089/25	
BACS	DS Securities	Battery replacement after annual check	£ 84.00		H & S	
BACS	DS Securities	Annual CCTV maintenance	£ 174.00		006/26 (iv)	
BACS	Rob Cox	Annual LPG Survey, replacement tap & CO alarm	£ 324.62		H & S	
BACS	ALCA	Clerk employment training session part 1	£ 35.00		190/25 (i)	
BACS	ALCA	Clerk employment training session part 2	£ 35.00		190/25 (i)	
BACS	ALCA	Chairmanship training	£ 45.00		004/26	
BACS	ALCA	Chairmanship training	£ 45.00		Agenda Item	
BACS	ALCA	Mastering Standing Orders training <b>Total: £192</b>	£ 32.00		209/25 (iii)	
BACS	Scribe	Civic.ly monthly cost	£ 63.60		172/24	
BACS	Officer overtime + Expenses	Overtime, expenses (postage, mulled wine, mincepies, milk, butter & rolls)	£ 138.15		contractual & 037/25	
DD	Lloyds Bank PLC	Multipay charge & costs (Open AI, microsoft business, food bank, defib pads, YC bats)	£ 605.17	awaiting statement	Various, PC 089/25, 102/25	
SO	Officer Salaries	Officer Salaries	£ 3,203.67		089/25 & E29/25	
DD	Nest	Pension contributions	£ 199.36		089/25	
DD	Unity Trust	Bank Charges	£ 8.70		089/25	
DD	North Somerset	YCC Waste Collection	£ 9.77		089/25	
BACS	CF Corporate	Printer hire	£ 132.00		089/25	
BACS	HMRC	PAYE and NI	£ 1,096.21		089/25	
			<b>Totals</b>			
			<b>£ 9,728.61</b>			

The Parish Council have resolved to use the General Power of Competence as of the 15th May 2023

**Bridget.C.Bowen**  
**Chartered Accountant**

Bridget.C.Bowen FCA



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

18 November 2025

Dear Liz

**Banwell Parish Council quotation for internal audit services**

Thank you for your invitation to submit a quotation for the supply of Internal Audit Services to Banwell Parish Council.

Please find enclosed the quotation documentation setting out the scope and fees for undertaking the standard internal audit work for two contracts.

- A. One year contract 2026-27 – 2 visits
- B. Three year contract 2026-27 to 2028-29 with 2 visits each year

This quotation is for the provision of internal audit work to enable me to give an opinion on the internal control objectives set out in the Annual Governance and Accountability Return. I will also test the Council's general risk management and overall governance generally and compliance with the Transparency Code.

I confirm that I am a qualified Fellow Member of the Institute of Chartered Accountants in England and Wales and hold full Personal Indemnity Insurance cover. I am regulated by the ICAEW and licensed for public practice.

I am currently the appointed internal auditor to 25 Town and Parish Councils across Somerset, Gloucestershire, Wiltshire and Dorset. This includes Winscombe and Sandford, Congresbury, Keynsham and Churchill Parish Councils in Somerset.

I was the external auditor for Town and Parish Councils across the country between 2002 and 2015 for Moore Stephens and then Grant Thornton. Since 2018 I have assisted PKF Littlejohn over the summer to deliver the external audits. I believe this experience coupled with my work as an internal auditor gives me a unique insight into the finances, governance and issues that face this sector.

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**Bridget.C.Bowen**  
**Chartered Accountant**

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If you have any queries please do not hesitate to contact me. I look forward to hearing from you.

Yours sincerely

Kind regards

A blue rectangular redaction box covering the signature of Bridget Bowen.

Bridget Bowen FCA

**Banwell Parish Council**

**Quotation for internal audit work**

**STANDARD INTERNAL AUDIT**

**Scope of work**

- a review of Council and relevant Committee minutes to ensure decisions are properly approved in accordance with the Council's Financial Regulations, and has complied with proper practices
- a review of the Council's policies and procedures
- a check that appropriate accounting records have been kept properly throughout the year
- a test check on the periodic and year-end reconciliation of bank accounts and investments
- a test check of income recorded on bank paying in books, income recorded in the accounting records and source documentation
- a test check of expenditure approval processes and expenditure vouchers to the accounting records
- a test check on VAT reimbursement claims
- a review of staff contracts of employment and payroll documentation
- a review of risk assessment procedures
- a review of insurance cover arrangements
- a review of the assets and investments registers
- a review of the Council's budget setting and monitoring procedures
- a review of the Council's compliance with the relevant Transparency Code
- a review of the information published on the Council's website
- a check on the Council's compliance with the publication requirements for the AGAR
- a review of the Council's responsibilities as a trustee
- a review of the Council's compliance with the requirements of Assertion 10 on the 2025-26 Annual Governance Statement
- a review of the year end information to be submitted to the external auditor
- a review of the action the Council has taken on previous internal and external audit recommendations.
- a review of the year end information to be submitted to the external auditor
- a check on the Council's compliance with the publication requirements for the AGAR

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**Bridget.C.Bowen**  
**Chartered Accountant**

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Site visits will be undertaken twice a year.

Matters arising and recommendations will be discussed with the Responsible Financial Officer and a written report will be issued after each internal audit visit.

**Banwell Parish Council**

**Quotation for internal audit work**

**STANDARD INTERNAL AUDIT**

**FEES**

**QUOTE A - 1 year**

**2026-27 - £690**

**QUOTE B - 3 years**

**2025-26 - £665**

**2026-27 - £690**

**2027-28 - £720**

Bridget.C.Bowen FCA is not registered for VAT.

Included in the quoted fee above is an advice service on standard financial matters throughout the year.

Should you require any project or further work, I will be delighted to supply a separate fee quote.



Bridget Bowen FCA

**BCB**