



MINUTES OF THE PARISH COUNCIL MEETING HELD IN BANWELL YOUTH & COMMUNITY CENTRE (YCC) AT 7:30pm ON MONDAY 21st SEPTEMBER 2026

PRESENT: Councillors: Steve Voller (Chairman), Mike Bailey (Vice Chairman), Andrew Base, Paul Harding, Darren Salvage, Kelly Smith and Matthew Thomson.

IN ATTENDANCE: Mrs Liz Shayler (Clerk)
WARD COUNCILLOR: Cllr Joe Tristram
MEMBERS OF THE PUBLIC: Three

Cllr Voller welcomed everyone.

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

i) Members of the public

A member of the public spoke in opposition to planning application 26/P/2446/OU2 Land North of Knightcott Road and West and East of Summer Lane Banwell for the following reasons;

- The adequacy of the public consultation undertaken.
- Potential drainage impacts on neighbouring properties.
- Flood risk, including the risk to both existing and proposed properties.
- Discrepancies in the information relating to surface water run-off.
- The reduction in employment land.
- Changes to the proposed sound barrier, which were considered to make it less effective and more visually intrusive.
- The proposed height of development, including buildings of up to 3.5 storeys close to neighbouring properties.
- Highway safety and concern that appropriate traffic modelling had not been undertaken.

Another member of the public spoke in relation to the following items

- Highway safety concerns for drivers on Knightcott Road, particularly at the point where the North Somerset Council shared-use path ends before the bridge and the shared-use path constructed as part of the bypass works begins on the opposite side of the bridge.
- The disappearance of the 7.5 tonne limit on Well Lane and the change of the road into the Industrial estate
- Suggestion that the Parish pump should be assessed to see if it can be used as a water source during emergencies.

ii) Community Beat Manager's Report

No report was received.

iii) Ward Councillor's Report

Cllr Tristram gave a brief report and advised that he was working with North Somerset Council and residents of the High Street regarding concerns about the use of a residential property as a House in Multiple Occupation.

The meeting was convened.

143/26 To receive apologies for absence (agenda item 1)

Apologies were received from Cllrs Tara Wright, Mike Dolling and Steve Davies. Cllr Davies observed the meeting online.

144/26 To receive members' declarations of interest on any agenda item (agenda item 2)

No declarations of interest were received.

145/26 To approve as a correct record the minutes of the Parish Council Meeting held on the 17th of August 2026 (agenda item 3)

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

The resolution was correctly proposed and seconded and carried unanimously with one abstention due to absence.

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

146/26 To note the following minutes (agenda item 4)

- i) **Mendip Villages Joint Committee 13th August 2026**
- ii) **Planning Committee 7th September 2026**

The minutes above were noted.

Cllr Salvage joined the Meeting

147/26 To note and comment upon planning application 26/P/2446/OU2 Land North off Knightcott Road and West and East of Summer Lane Banwell (agenda item 5).

Resolved – To note planning application 26/P/2446/OU2 and reiterate the Parish Council's previous concerns, which it considers have not been adequately addressed. In general the Parish Council continues to broadly support the scheme as part of the overall Wolverhill development. The Council notes the increase in housing from 755 to 800 dwellings but shares the concerns raised by North Somerset Council's Economy Team regarding the reduction in employment land from 6.3 hectares to 2.83 hectares.

Concerns remain in relation to flooding and surface-water discharge. The Parish Council considers that outline planning permission should not be granted until the applicant has satisfactorily addressed the requirements of the Internal Drainage Board, Environment Agency and Lead Local Flood Authority, particularly in relation to flood risk within the development and the potential impact on the downstream drainage network.

The safeguarding of land for a potential future Junction 21A is supported by the Parish Council. However, it notes the concerns raised by National Highways regarding the absence of sufficient supporting traffic modelling and detailed design work to demonstrate that the land identified is capable of accommodating a motorway junction at this location. The Parish Council therefore considers that this further information should be provided before the application is determined.

If North Somerset Council is minded to approve the application, Banwell Parish Council requests that appropriate planning conditions and/or Section 106 obligations are imposed to secure:

- a comprehensive surface-water drainage and flood-risk strategy, agreed with the LLFA, Environment Agency and IDB, including appropriate attenuation, discharge rates and measures to ensure that the development does not increase flood risk either within the site or to the downstream drainage network;
- the implementation, management and long-term maintenance of all necessary drainage and flood-mitigation infrastructure, with the relevant measures delivered before occupation of the appropriate phases of development;
- the safeguarding of sufficient land for the potential future delivery of Junction 21A, supported by appropriate transport modelling and highway design work to demonstrate that the safeguarded land is capable of accommodating the junction and that no development or infrastructure would prejudice its future provision;
- a clear phasing and delivery strategy for the employment land, to ensure that the employment element is delivered alongside the residential development and is not subsequently lost or further reduced; and

- a comprehensive phasing strategy for the development, including the timely provision of road infrastructure, pedestrian and cycle routes, surface-water and flood-management works and other infrastructure required to support each phase of the development.

The resolution was correctly proposed and seconded and carried unanimously with two abstentions.

148/26 To note the training and events available and agree any attendance (agenda item 6)

i) ALCA events and training from £30 each

Resolved – To approve the cost of up to two Councillors to attend the next 'ALCA Planning in Plain English' training session.

The resolution was correctly proposed and seconded (unanimous)

- ii) ALCA e-learning through Nimble £14 each**
- iii) Breakthrough communications training £30**
- iv) Various finance training £30**
- v) Various Scribe finance training - Free**
- vi) Various NALC training from £32.68**

The training above was noted.

149/26 To receive the Clerk's report/Exchange of information (agenda item 7)

i) Banwell Bypass update

The Banwell Bypass programme continues to experience delays, largely due to utility diversion works, although mitigation works are progressing in neighbouring parishes and the water diversion works are going well. East Street reopened on 29 August following completion of the works, while Riverside reopened on 11 September after delays caused by bridge design issues and adverse weather, ahead of the Wolverhill Road closure.

The new Moor Road link has also reopened, with the permanent closure of the former section of Moor Road now in force. Temporary traffic lights are expected to return to Knightcott Road shortly and are likely to be in place intermittently over the next few months. Wolverhill Road closed on 14 September for approximately one month to allow utility works to take place, including works relating to lighting design, National Grid underground infrastructure, drainage and other utilities. Work on the active travel routes in Churchill and Sandford is also continuing.

ii) Mead Fields Stakeholders Meeting

It was reported that progress on the proposed vehicular connection between Mead Fields and Locking Parklands remained difficult, although pedestrian connectivity was progressing more positively. Footbridge 1 had been completed; however, Cllr Salvage advised that it was not currently open as it led onto derelict ground and had therefore been cordoned off. Footbridge 2 was expected to be completed within the next few weeks, with the Clerk and District Cllr Tristram to clarify its current status. The unofficial bridge between the two developments had now been removed, and pedestrian and cycling routes around the development were nearing completion. Some of the rubbish outside the care home had been cleared, although the skip provided had been insufficient to remove all of the waste. The Parish Council-owned public defibrillator had now been installed adjacent to the care home. A concern was also raised regarding communication with the Community Hub, and it was suggested that a regular point of contact should be established.

iii) Mead Fields Picnic

It was reported that the Mead Fields Community Picnic had been very successful, with strong attendance from local families, children and young people, as well as a number of volunteers supporting the event. A wide range of activities had been provided, including games from North Somerset Children's Services and the leisure team, the library bus, police bike marking and willow bird feeder activities led by the Environment and Biodiversity Officer on behalf of both the Parish Council and the Impact Alliance. Feedback from North Somerset Council had been very positive, particularly given the historic challenges of engaging the Mead Fields community, and the event was considered a strong example of successful partnership working and community

engagement. The Chairman thanked everyone involved in organising and supporting the event, including the partner organisations, officers and volunteers who had contributed to its success.

iv) **Defibrillators, training and replacement pads**

Defibrillator training sessions had taken place in both Banwell and Mead Fields, although attendance at both sessions had been lower than anticipated. It was hoped that there would be greater uptake for the remaining two sessions.

150/26 To agree the following items of expenditure (agenda item 8)

i) **£195 + VAT (plus £40 an hour) for the annual maintenance of the sewage pump.**

Resolved – To agree the cost of £195 + VAT (plus £40 an hour) for the annual maintenance of the sewage pump.

The resolution was correctly proposed and seconded (unanimous)

ii) **£540 + VAT Annual Cemetery package.**

Resolved – To agree the cost of £540 + VAT Annual Cemetery package.

The resolution was correctly proposed and seconded (unanimous)

iii) **£285 + VAT for the Annual RoSPA Play equipment inspections.**

Resolved – To approve expenditure of £285 + VAT for the annual RoSPA play equipment inspections, noting that the final cost may increase if the new outdoor gym equipment has been installed prior to the inspection.

The resolution was correctly proposed and seconded (unanimous)

iv) **£611.74 + VAT for the Youth & Community Centre (YCC) PPL / PRS Music licence.**

Resolved – To agree the cost of £611.74 + VAT YCC's PPL / PRS Music licence.

The resolution was correctly proposed and seconded (unanimous)

v) **£60 donation for the Remembrance Day Wreath.**

Resolved – To agree the cost of £60 donation for the Remembrance Day Wreath.

The resolution was correctly proposed and seconded (unanimous)

151/26 To note the increase of dog waste collections of 50p a week per bin (agenda item 9)

The increase of the dog waste collections of 50p a week per bin was noted.

152/26 To retrospectively approve the purchase of a replacement fridge freezer for the Youth & Community Centre (YCC) for £361.67 + VAT (agenda item 10)

Resolved – To approve the purchase of a replacement fridge freezer for £361.67 + VAT.

The resolution was correctly proposed and seconded (unanimous)

153/26 To discuss who will undertake the following annual inspections for budgeting purposes (agenda item 11)

Resolved – That the following Councillors undertake the inspections:

- i) Benches – Cllr Smith
- ii) Dog bins – Cllr Thomson
- iii) Flagpole – Cllr Base
- iv) Grit bins – Cllr Bailey
- v) Litter bins – Cllr Smith
- vi) Memorials – Cllr Voller
- vii) Bus Shelter – Cllr Salvage

The resolution was correctly proposed and seconded (unanimous)

154/26 To consider and approve tender specifications for the following contracts (agenda item 12)

i) Grass Cutting and Ground Care Tender.

Resolved – To approve the Grass Cutting and Ground care tender with the following amendments;

- greater emphasis to be placed on the requirement for 18 cuts per year rather than the proposed grass height; and
- the contract term to be fixed for three years.

The resolution was correctly proposed and seconded (unanimous)

ii) Ground care and Bin Emptying Tender.

Resolved – To approve the Ground care and Bin Emptying tender with the following amendments:

- all arisings to be removed from site, with grass cuttings exempt from this requirement;
- the Littlefields to High Street route to be added, subject to confirmation of land ownership;
- the contract term to be fixed for three years; and
- provision to be included allowing the Council to terminate the contract should North Somerset Council withdraw permission for the Parish Council to undertake the work or resume responsibility for it.

The resolution was correctly proposed and seconded (unanimous)

iii) Youth & Community Centre (YCC) Cleaning Tender.

Resolved – To approve the YCC Cleaning tender.

The resolution was correctly proposed and seconded (unanimous)

iv) Youth and Community Centre (YCC) CCTV Tender.

Resolved – To approve the YCC CCTV tender.

The resolution was correctly proposed and seconded (unanimous)

v) Youth & Community Centre (YCC) Fire & Intruder Alarm and Monitoring Tender.

Resolved – To approve the YCC Fire & Intruder Alarm and Monitoring tender.

The resolution was correctly proposed and seconded (unanimous)

155/26 To note the Notice of Conclusion of Audit and agree any recommendations (agenda item 13).

The Notice of Conclusion of Audit was noted with no recommendations.

156/26 To note the Parish Council's end of August net position, bank balances, bank reconciliation and reserves (agenda item 14).

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

157/26 To authorise bills for payment for September (agenda item 15).

The Clerk tabled an amended schedule of bills for payment.

Resolved – To authorise September payments totalling £15,003.78. Cllrs Harding and Bailey were authorised to approve the BACS payments on behalf of the Council, with Cllr Bailey supporting Cllr Base in familiarising himself with the payment approval process.

The resolution was correctly proposed and seconded (unanimous)

158/26 Exclusion of the press and public. (The Council is recommended to resolve that members of the press and public be excluded from the meeting during consideration of agenda item 17 by reason of the confidential nature of the item of business to be transacted, in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 (agenda item 16).

Resolved – That members of the press and public be excluded from the meeting during consideration of agenda item 17 by reason of the confidential nature of the item of business to be transacted, in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960.

The resolution was correctly proposed and seconded (unanimous)

159/26 To consider the position regarding the access track following completion of the adverse possession application and to agree any further action (agenda item 17).

The Clerk reported that, since the meeting papers had been circulated to Members, further legal advice had been received confirming that, as the transfer of the track formed part of the original negotiated agreement, a formal valuation was not considered necessary.

Resolved – To transfer the remaining access track by way of a TP1 (Transfer of Part), in accordance with the original negotiated agreement, and to delegate authority to the Clerk to complete the necessary documentation and take all reasonable administrative steps required to complete the transfer, including the payment of reasonable associated costs.

The resolution was correctly proposed and seconded (unanimous)

160/26 Dates of the next meetings (agenda item 18)

Monday 5th of October 2026, 7pm Planning Committee at the Youth & Community Centre (YCC).

Monday 5th of October 2026, TBD Environment Working Group at the YCC.

Monday 12th of October 2026, 7pm Employment Committee at the YCC.

Wednesday 14th of October 2026, 6pm Cemetery Working Group at Banwell Cemetery.

Monday 19th of October 2026, 7:30pm Parish Council Meeting at the YCC.

The Chairman closed the meeting at 8:45pm

.....Chairman

.....Date

Bills for Payment - 21st August to the 16th September 2026
Banwell Parish Council

Method	Payee	Details	Gross Amount	Comments	Minute agreed	Power
Already Paid						
DD	XCS UK	Printer Cartridge Fees	£ 31.88		094/26	
DD	Elavon	Card Reader Fees	£ 40.00		094/26	
DD	Mainstream	Phone and Broadband	£ 57.38		094/26	
To Pay						
BACS	J K Gardening	Grass cutting & Village Orderly contract	£ 1,043.34		094/26	
BACS	J K Gardening	Emptying NSC bins Total: £1058.34	£ 15.00		198/24 (ii)	
BACS	Corporate Cleaning Services	Dog Bin Emptying	£ 520.00		094/26	
BACS	Insight Cleaning	YCC Cleaning	£ 280.00		094/26	
BACS	YMCA	Youth Club Summer Holiday Provision	£ 1,555.63		YCC 022/26	
BACS	Scribe	Civic.ly monthly cost	£ 63.60		172/24	
BACS	Scribe	Annual Cemetery Package Subscription Total: £603.60	£ 540.00		150/26 (ii)	
BACS	Parish Magazine	Quarterly newsletter and adverts	£ 179.00		094/26	
BACS	Parish Magazine	Adverts Total: £139.00	£ 60.00		094/26	
BACS	GB Sport	Quarterly Operational Inspections	£ 132.00		094/26	
BACS	Wellbeing for Me	Chair Yoga sessions	£ 986.00		Grant Awarded from NSC	
BACS	PPL/PRS	Music Licence	£ 734.08		150/26 (iii)	
BACS	Air Ambulance	Donation	£ 200.00		138/26	
BACS	BDO	External Audit Fee	£ 756.00		157/26	
BACS	Noahs Ark Zoo Farm	Youth Club Summer Holiday Provision	£ 122.00		YCC 022/26	
BACS	Officer expenses	fertiliser)	£ 1,214.78		Contractual & 060/26	
DD	Lloyds Bank PLC	cleaning)	£ 137.02		various inc ycc 21/26	
DD	Conrad Energy	Streetlighting	£ 182.93		094/26	
SO	Amy Symonds	Impact Alliance Officer Salary	£ 238.13		MVJC 05/26	
SO	Officer Salaries	Officer Salaries	£ 3,471.96		094/26 & E04/26	
DD	Nest	Pension contibutions	£ 401.24		094/26	
DD	Unity Trust	Bank Charges	£ 11.35		094/26	
DD	North Somerset	YCC Waste Collection	£ 10.06		094/26	
BACS	HMRC	PAYE and NI	£ 2,020.40		094/26	
		Totals	£ 15,003.78	To be claimed back		

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



Minutes of the meeting of the Planning Committee held at Banwell Youth & Community Centre, 7pm on Monday 7th September 2026.

PRESENT: Cllr Mike Bailey, Paul Harding (Vice-Chairman), Simon Arlidge and Steve Voller.

IN ATTENDANCE: Amy Symonds (Environment and Biodiversity Officer)

MEMBERS OF THE PUBLIC: 3

Cllr Harding welcomed everybody.

The meeting was convened.

52/26 To receive apologies for absence. (Agenda Item 1)

Apologies were received for Cllr Davies, Dolling and Thomson.

53/26 To receive members' declarations of interest on any agenda item. (Agenda Item 2)

A declaration of interest was received from Cllr Voller for Agenda Item 5.2 due to the proximity of the application to their property.

54/26 To approve the minutes from the Planning Committee meeting held on the 7th September 2026 as a correct record (Agenda Item 3)

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

The resolution was correctly proposed and seconded (unanimous)

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

55/26 To note and comment upon planning applications (Agenda Item 4)

(i) 26/P/1871/FUH 24 Queens Road Banwell BS29 6BB

Proposed creation of raised off-road parking off High Street.

Resolved – To object to this application on the following grounds:

Safety of other road users – the creation of a gated access will have no visibility in either direction. This lack of visibility is exacerbated by the proliferation of the existing on-street car parking at the site of the application along the High Street. Given this lack in visibility to either side of the proposed parking space, the proposal will be detrimental to highway safety. Safety of other road users and the loss of further parking for residents on High Street, leading to further congestion along High Street are contrary to North Somerset policies DM24 and DM 28. Destruction of a wall which is part of the street scene.

The resolution was correctly proposed and seconded (unanimous)

(ii) 26/P/1858/FUL Rolstone Farm Business Park West Rolstone Road

Change of use from agricultural to commercial uses to provide additional parking

Resolved – To support this application.

The resolution was correctly proposed and seconded (unanimous)

(iii) 26/P/1851/FUH 13 Wolvershill Park Banwell BS29 6DQ

Proposed erection of detached granny annexe to the rear of the dwelling.

Resolved – To support this application

The resolution was correctly proposed and seconded (unanimous)

(iv) 26/P/1730/FUL Jerrys Farm Land Off Moor Road Banwell

Retrospective Application for the erection of agricultural barn.

Resolved – To object to this application on the following grounds:

The new National Planning Policy Framework, published on 17 August 2026, includes a policy (DM8 - Unauthorised Development and Enforcement). Paragraph 2 states: "if it is concluded based on evidence that the unauthorised development was intentional, that fact should be given substantial weight in considering whether to grant planning permission".

The Parish Council is concerned that the application does not provide a complete picture of the existing use of the site. The Council is aware that caravans on the land may be occupied on a permanent residential basis and understands that this is already the subject of planning enforcement enquiries. However, the submitted information makes no meaningful reference to this existing residential use and instead presents the site primarily as a holding used for the keeping of animals and associated storage. The Parish Council considers that the existing use of the wider site should be fully taken into account when determining this application.

Notwithstanding this concern, the Parish Council also objects to the proposal on its planning merits. It does not consider that sufficient evidence has been submitted to demonstrate that the proposed building is necessary for a viable agricultural or land-based rural business, as required by Policy DM51. The submitted information largely describes the intended use of the building but provides insufficient evidence of the scale, viability or operational requirements of any agricultural enterprise to justify a building of this size.

The Parish Council is also concerned that the scale and massing of the proposed building would be out of keeping with the character of the Locking and Banwell Moors landscape, which is characterised by sparse development, openness and rurality. Insufficient justification has been provided to demonstrate why a building of this scale is necessary in this countryside location.

For these reasons, the Parish Council considers that the proposal has not demonstrated compliance with Policy DM51, Policy CS5 and Policy as well as Policy DM8 (Unauthorised Development and Enforcement) of the NPPF (2026). Therefore, recommends that planning permission be refused.

The resolution was correctly proposed and seconded (unanimous)

56/26 To note the following applications (Agenda Item 5)

(i) 26/P/1944/TRCA The Coach House East Street Banwell BS29 6BW

T1 willow - pollard back to previous pruning points up to 3m. T2 magnolia - reduce crown by up to 1m. 1m.

(ii) 26/P/1824/TRCA 60B West Street Banwell BS29 6DB

T1 ash - fell. T2 dogwood - coppice to near ground level. T3 magnolia - reduce crown by up to 1m

- (iii) **26/P/1812/TRCA Banwell Surgery Westfield Road Banwell BS29 6AD**
T1 Leylandii cypress Removal to ground level
- (iv) **26/P/1775/CRA Rolstone Farm Business Park West Rolstone Road Hewish**
Application to determine if prior approval is required for the change of use of an agricultural building and its curtilage to Use Class E (commercial, business or service)
- (v) **26/P/1635/LDP 53 Tanner Road Banwell BS29 6AT**
Certification of Lawful Development for the conversion of existing loft, including structural alterations and roof windows.
- (vi) **26/P/1842/LDE Locking Court, Banwell Road Hutton**
Certificate of Lawfulness for the use of the land and buildings at Locking Court as 10no. separate, self-contained, permanent residential dwellinghouses (Use Class C3).

The planning decisions above were noted.

57/26 To note planning decisions for information (Agenda Item 6)

- (i) **26/P/1727/AOC Land South Of Churchland Way, Wolvershill Road Banwell**
Request to discharge condition 2(Footbridge Designs) on application 23/P/2689/RM.
Approved (discharge condition)(RDC)
- (ii) **26/P/1676/AOC Phase 4A Land At Parklands Churchland Way**
Request to discharge condition 19 (External Works Plan) from application 12/P/1266/OT2
Approved (discharge condition)(RDC)
- (iii) **26/P/1837/NMA Parcels 2.1a, 2.1b, 2.2a And 2.2b At Parklands Churchland Way**
Notification under Regulation 5 of the Electronic Communications Code of the intention to install fixed line broadband apparatus comprising of the installation of 1no. 10m light wooden pole. THIS IS NOT A PLANNING APPLICATION. Approved
- (iv) **26/P/1543/AOC Rolstone Farm West Rolstone Road Hewish BS24 6UU**
Request to discharge condition 7 (Noise Report) on application 21/P/0094/FUL.Approved (discharge condition)(RDC)
- (v) **26/P/1692/NMA Parcels 2.1a, 2.1b, 2.2a And 2.2b At Parklands Churchland Way**
Non-material amendment to application 23/P/2647/MMA (Minor material amendment to application 20/P/3081/RM (Reserved matters application for matters of access, appearance, landscaping, layout, scale for the erection of 77no. dwellings with associated roads, footways, parking, drainage, landscaping and public open space pursuant to 12/P/1266/OT2) to allow for the redesign of multiple house types and alterations to the proposed layout to improve frontage onto the main link road.) To allow for the removal of cladding to plots 18, 60, 61, 69, 9-12. Approved
- (vi) **26/P/1237/TPO Mead Fields Locking Head Drove Churchland Way BS29 6AP**
T1, Oak: remove to ground level, grind and remove stump G2, Ash: up-to 8 trees, remove all to ground level, grind and remove stumps Approved
- (vii) **26/P/0722/FUL Barn 1 North Of Box Bush Farm Box Bush Lane Rolstone BS24 6UA**
Proposed demolition of existing agricultural barn and erection of 1no. self-build dwelling with associated change of use of land to incidental garden with soft and hard landscaping works.
Approved The planning decisions above were noted.

58/26 To note the Headline Implications for the Mendip Hills National Landscape

The Headline Implications for the Mendip Hills National Landscape was noted.

59/26 Date of the next meeting (Agenda Item 7)

Planning Committee Meeting Monday 2nd of November 2026 7pm at the Youth and Community Centre.

The Chairman closed the meeting at 19:17

..... Chairman

..... Date

DRAFT



BANWELL PARISH COUNCIL

MINUTES OF THE MEETING OF THE EMPLOYMENT COMMITTEE HELD AT THE YOUTH & COMMUNITY CENTRE AT 7pm ON MONDAY 12th of OCTOBER 2026

Present: Cllrs Mike Bailey (Chairman), Andrew Base and Tara Wright.

In attendance: Liz Shayler (Clerk)

11/26 To receive and accept apologies for absence (agenda item 1).

No apologies were received.

12/26 To elect a Chair for 2026/27 (agenda item 2).

Resolved – That Cllr Bailey be elected as Chairman.

The resolution was correctly proposed and seconded (unanimous).

13/26 To elect a Vice-Chair for 2026/27 (agenda item 3).

Resolved – That Cllr Base be elected as Vice-Chairman.

The resolution was correctly proposed and seconded (unanimous).

14/26 To receive members' declarations of interest on any agenda item (agenda item 4)

No member's declarations of interest were received.

15/26 To approve as a correct record the minutes of the meeting of the Employment Committee held on the 30th of March 2026 (agenda item 5).

Resolved – That the minutes be approved as a correct record of the meeting.

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

The minutes to be signed by the Chairman as a correct record.

16/26 To consider the job evaluation of the Clerk and Responsible Financial Officer post and agree the proposed regrading from LC2 Above to LC3 Below and associated salary progression (agenda item 6).

Resolved – To appoint Nina Flint as Finance Officer on a fixed-term basis for a period of up to two years.

The resolution was correctly proposed and seconded (unanimous).

16/26 To consider the appointment of a part-time Finance Officer; agree whether to proceed with an open recruitment process or make a fixed-term appointment for a period of up to two years; and, if open recruitment is agreed, approve the recruitment pack and timetable (agenda item 7).

Resolved – To agree the fixed-term appointment of a Finance Officer, Nina Flint, for a period of up to two years.

The resolution was correctly proposed and seconded (unanimous).

17/26 Exclusion of the press and public. (The Committee is recommended to resolve that member of the press and public be excluded from the meeting during consideration of agenda items 9 – 12 by reason of the confidential nature of the item of business to be transacted, in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 (agenda item 8).

Resolved – That the press and public be excluded from the meeting.

The resolution was correctly proposed and seconded (unanimous).

18/26 To note the Communication Officer six-monthly appraisal targets (agenda item 9).

The Communication Officer's six-monthly appraisal targets were noted.

19/26 To note the Environment and Biodiversity Officer's six-monthly appraisal targets (agenda item 10).

The Environment and Biodiversity Officer's six-monthly appraisal targets were noted.

20/26 To undertake the Clerk's six-monthly appraisal (agenda item 11).

The Chairman undertook the Clerk's six-monthly appraisal. The Committee thanked the Clerk for her hard work and commitment, reviewed progress against the previous targets and agreed key work targets for the next six months.

21/26 To undertake the annual salary review (agenda item 12).

Resolved – That the Environmental & Biodiversity Officer and Communications Officer posts remain at SCP 13 for 2027/28 and, that subject to the separate job evaluation decision, agree that the Clerk/RFO progresses to SCP 34 from 1 April 2027.

The resolution was correctly proposed and seconded (unanimous).

22/26 To agree the date of the next meeting (agenda item 13)

1st March 2026 at Banwell Youth & Community Centre

The Chairman closed the meeting at 19:45pm

.....Chairman

.....Date

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

- i) ALCA events and training from £30 each [Upcoming-events](#)
- ii) ALCA e-learning on nimble £14 each [E-Learning Courses ALCA](#)
- iii) Breakthrough communications training £30 [Communications Courses ALCA](#)
- iv) Various finance training £30 [Finance Training ALCA](#)
- v) Various Scribe finance training (this is our accounting package) Free [Scribe Training](#)
- vi) Various NALC training from £32.68 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

Programme delays continue to centre around utility diversion works. A paper is due to be considered by North Somerset Council at its Full Council meeting on 10 November, with a press release expected when the papers are published on 2 November.

Mitigation works are continuing within neighbouring parishes. All water culvert diversions have now been completed, with the exception of one which has been delayed due to utility company works.

- **Castle Hill:** Bristol Water has been unable to locate the water main on Dark Lane in the position shown on its records. Castle Hill will therefore be closed to allow bore surveys to be undertaken to establish the actual location of the main.
- **Knightcott Road:** Temporary traffic lights have been installed and are expected to be in place intermittently over the next few months.
- **Wolvershill Road:** Reopening has been delayed until 30 October. It is hoped that this will be the final closure before resurfacing takes place. During the overlapping overnight closure on 29 October, the team is aiming to reopen Wolvershill Road at the bypass end to maintain access for residents.

ii) Mead Fields Surgery

The Clerk and Cllr Base attended the latest Mead Fields Surgery with District Cllr Tristram. No members of the public attended, although a representative from the Methodist Church called in for a cup of tea and an informal discussion.

iii) Grumblepill Ryne and new pedestrian bridge

Mead Realisations has confirmed that the new pedestrian bridge across the rhyne has now been completed. The remaining rubbish and temporary bridge are due to be removed shortly. A resident raised concern about whether the waste materials would remain beside the rhyne, where they could potentially be thrown back into the water. This concern has been passed on.

iv) Remembrance Day Parade and War Memorial

A reminder that the Remembrance Day Parade will take place on Sunday 8 November this year. Councillors are reminded to meet at West Street Car Park at 2.30pm for the parade, or alternatively at the Church for 3.00pm.

v) Great Western Air Ambulance Charity

A letter of thanks has been received from the Great Western Air Ambulance Charity for the Council's £200 donation.

vi) District Council Boundary Ward Review

Despite representations made by the Parish Council, the District Council Boundary Review has resulted in Mead Fields being moved from the Banwell and Winscombe Ward into the Locking, Hutton and Bleadon Ward.

7. To agree the following items of expenditure.

All of the following items have been included within the approved 2026/27 budget

i) Approx £92 + VAT for the annual fire extinguisher survey.

The final figure is awaited. Provision has been made within the Youth & Community Centre maintenance budget.

ii) Approx £420 + VAT for the erections and removal of the Christmas Trees along West Street and The Square.

The final cost is awaited. Provision has been made within the annual highways budget.

iii) £472 for the October annual weed spray.

It had been hoped that, once the weeds had died back following the earlier treatment, the Council would follow this up by hiring the walk-behind sweeper to remove the remaining plant material and accumulated debris from kerb edges and pathways. Unfortunately, this did not take place and, combined with the growing conditions experienced this year, there has been significant regrowth. It is therefore considered necessary to proceed with the autumn weed spray at a cost of £472.

8. To consider options for a pay-as-you-go card reader and approve the purchase of a suitable device for occasional Council payments and events.

The PC previously had an Elavon card reader linked to the Unity bank account. The reader was used infrequently, mainly for events and occasional one-off payments. Following the introduction of a minimum monthly charge of £40, the cost was no longer proportionate to the Council's level of use, and the service was therefore cancelled.

However, the PC would benefit from having the ability to accept card payments on an occasional basis, for example at the Christmas Market, community events, for donations and, very occasionally, for other payments such as cemetery fees. The Council has an older iPhone available at the Youth & Community Centre which could be used with a mobile card reader, subject to compatibility.

Options Considered

Current pay-as-you-go card reader options have been reviewed, with particular emphasis on solutions which do not have a monthly fee. A few other providers are available, including Barclaycard, Tide, myPOS, Revolut, Tyl and Teya. However, many are aimed at businesses with higher transaction volumes or have more complex pricing arrangements.

Provider	Reader Cost	Monthly Fee	Transaction Fee	Comments
SumUp Solo Lite	£25	£0	1.69%	Pairs with a smartphone via Bluetooth. Accepts chip & PIN, contactless & mobile payments.
Square Reader	£19	£0	1.75%	Pairs with a smartphone or tablet. Suitable for occasional use.
PayPal Point of Sale Reader	£29	£0	1.75%	Pairs with a smartphone or tablet. Payments are managed through PayPal.

Prices and fees checked October 2026.

Considerations

Given the Council's very limited use, there would be little benefit in entering into a monthly payment plan or purchasing a more expensive standalone terminal. The difference between transaction fees is also negligible at the Council's expected level of use. For example, on £1,000 of card payments the charge would be approximately £16.90 with SumUp compared with £17.50 with Square or PayPal.

The SumUp Solo Lite appears particularly suitable as it:

- has a low one-off purchase cost;
- has no monthly fee;
- only incurs a charge when a payment is taken;
- can be paired with the Council's existing YCC iPhone, subject to compatibility; and
- accepts chip & PIN, contactless payments and mobile wallets.

Recommendation

That the Council approves the purchase of a SumUp Solo Lite card reader at a cost of approximately £25 plus VAT, subject to confirmation that it is compatible with the Council's existing iPhone, with transaction charges met from the relevant service or event budget.

9. To note the Community picnic report and agree dates for 2027.

To review the Community Picnics held at Banwell and Mead Fields during 2026, consider the significant difference in attendance between the two events, identify lessons from their delivery and promotion, and consider how both events could be developed in 2027.

Background

The Parish Council supported community picnic events at both Banwell and Mead Fields during 2026. Both events were intended to provide free, accessible community activities and opportunities for residents to come together. There was, however, a significant difference in attendance. The Mead Fields picnic attracted more than 100 people, with 87 attendees signing in. Of those recorded, 60 were children, representing 26 families, and 66 attendees were Mead Fields residents. Attendance at the Banwell picnic was considerably lower.

The difference provides an opportunity to consider which elements contributed to the success of Mead Fields and whether these could be incorporated into the Banwell event in future.

Comparison of the Events

Activities

Both events provided broadly the same activities aimed at primary and secondary school-aged children. The Mead Fields event benefited from a greater range of activities aimed specifically at preschool children through the involvement of North Somerset Council (NSC). The Police and Mobile Library also attended, providing additional attractions and increasing the range of organisations represented. The Mead Fields event therefore provided a broader offer for families with children across different age groups, although the core activities for older children were similar at both events.

Promotion

There was a considerable difference in the level and type of promotion undertaken for the two events. Promotion of the Banwell picnic was primarily through a generic Facebook image/post, which was subsequently shared a number of times. 10 promotional posts for the Banwell Picnic were shared on The Parish Council and Village Facebook pages starting on 1 June and had a total of 1952 views.

For Mead Fields, the Parish Council worked with NSC on a more sustained promotional campaign. Promotion commenced approximately two weeks before the event and included seven separate pieces of social media content:

- three image posts, including the event poster and reminders; and
- four short video reels featuring people who would be involved in activities on the day.

Content was promoted through Facebook, Instagram and Nextdoor and shared to the Mead Fields Community Facebook page. Printed posters were also displayed through Best Start Family Hubs and within the local community.

Banwell Comms reported that for Mead Fields there were 6 posts were shared on the Parish Council Facebook page, three of which were also shared into the Village group. These had a total of 671 views. NSC Comms reported 8,015 Facebook views and 505 Instagram views across the campaign, with the video reels receiving a combined 7,008 views across the two platforms. Promotional content was shared 15 times. While social media reach cannot be directly translated into attendance, the Mead Fields campaign provided residents with repeated exposure to the event and, through the videos, introduced some of the people and activities they would encounter.

What Worked Well

The Mead Fields event demonstrated the value of partnership working. Support from NSC increased both the range of activities available and the capacity to promote the event. The involvement of the Police and Mobile Library provided additional reasons to attend and helped create the feel of a wider community event rather than solely a children's activity session.

The preschool provision complemented the activities already being provided for primary and secondary-aged children and meant that families with children of different ages had more to engage with. The promotional videos appear to have been particularly effective in generating online engagement. Featuring recognisable people and activity providers gave the publicity a more personal and welcoming feel than a traditional event poster alone.

The yoga and willow weaving sessions were also a positive addition. A group of attendees participated, and the event provided an opportunity to promote and support the subsequent outdoor yoga sessions funded through the Impact Alliance during September. This demonstrated how the picnic can be used not only as a standalone event but also as a way of introducing residents to other community activities.

The raffle was a pleasant addition and contributed to the event atmosphere. However, it required a considerable amount of organisation and administration.

What Worked Less Well

The Banwell picnic did not attract the level of attendance hoped for. However, it did not benefit from the same intensity of promotion, preschool provision or range of partner organisations as the Mead Fields event. It would therefore be inappropriate to conclude simply that there is less demand for a community event in Banwell.

The cake competition in Mead Fields did not appear to encourage additional attendance and involved organisation disproportionate to the benefit it provided. There appears to be little value in repeating this element in its current form. Although the raffle was successful as an additional activity, the amount of work involved means that it should only be repeated if a volunteer can take responsibility for organising and running it.

Learning for the Banwell Picnic

The experience at Mead Fields provides a number of practical approaches which could be tested at Banwell in 2027. Promotion should begin earlier and move away from reliance on a single generic Facebook post. A short campaign could include reminder posts, short videos introducing activity providers and showcasing what will be available, and promotion through relevant community groups and partner organisations.

Consideration should be given to involving NSC and other organisations at the Banwell event, particularly those able to provide activities for preschool children. The Police, Mobile Library and other appropriate local services or community organisations could also be invited. The event should continue to provide activities for primary and secondary-aged children while strengthening the offer for families with younger children.

A food or refreshment element could also improve the event. Following discussion with NSC, options could include inviting a food or drinks trader, coffee van or ice-cream van. This could encourage people to remain at the event for longer and help create more of an informal community gathering.

The cake competition should not be repeated unless a substantially different approach is proposed. A raffle should only be included where a volunteer is identified to lead its organisation.

The Council should also consider how activities at the picnic can link into its wider community programme. The successful yoga session provides a good example of an event activity leading into a subsequent programme available to residents.

Building on the Mead Fields Event

Although attendance at Mead Fields was very positive, the aim for 2027 should be to build on this momentum rather than simply replicate the 2026 event. The successful partnership with NSC should be maintained and, where possible, the preschool provision and involvement of external organisations continued.

The promotional approach should also be repeated, particularly the use of short videos and community-based social media. Content could begin slightly earlier and gradually reveal activities and organisations attending rather than relying predominantly on a single event announcement. A food, drinks or ice-cream trader could add another dimension to the event and encourage families to stay longer. This could be explored on a commercial basis, avoiding the need for the Council to provide catering itself.

Consideration could also be given to using the picnic as an opportunity to introduce residents to other activities and services available locally, building on the successful link between the yoga activity and the subsequent Impact Alliance-funded outdoor yoga sessions. Where activities requiring significant volunteer input are proposed, such as a raffle, a named volunteer should be identified at the planning stage.

Conclusions

The significant difference in attendance between the two events should not be viewed simply as evidence that one community picnic was successful and the other unsuccessful. There were substantial differences in promotion, partnership involvement and the breadth of activities available, particularly for preschool children. The Mead Fields event demonstrates the potential benefits of sustained and varied promotion, partnership working, neighbourhood-based delivery and providing activities for a broad range of ages. For 2027, there is an opportunity both to apply this learning to strengthen the Banwell picnic and to build on the momentum established at Mead Fields.

Suggested Actions for 2027

It is suggested that:

- to run the community picnics in 2027 (MF 19th June, Banwell 10th July), and budget accordingly;
- the promotional approach used for Mead Fields, including multiple posts and short video content, is adapted for the Banwell picnic;
- NSC and other appropriate partner organisations are approached regarding involvement in both events;
- additional preschool activities are sought for the Banwell event;
- options for a food, drinks and/or ice-cream trader are explored for both events;
- the cake competition is not repeated;
- a raffle is only included where a volunteer agrees to organise and run it;
- opportunities are identified for picnic activities to link with subsequent community programmes and activities; and

10. To discuss the current Mead Fields Surgery Dates and agree a way forward.

In 2025, it was agreed that Parish Council surgeries at Mead Fields would be held monthly, alternating between an evening and a weekend session. Attendance was very low and, for 2026, the frequency was therefore reduced to every two months, again alternating between evenings and weekends.

Attendance during 2026 has remained extremely low, with no meaningful difference between the different days or times offered.

Alongside this, the Clerk has been working with North Somerset Council to establish Friday morning Coffee, Craft and Chat sessions at the Mead Fields Hub. Attendance at these sessions has also been limited so far.

It is therefore suggested that the Parish Council surgeries are incorporated into these sessions, with the Clerk working from the Mead Fields Hub during one Coffee, Craft and Chat session each month. This would provide a regular monthly Parish Council presence at Mead Fields while supporting an existing community activity rather than running a separate surgery with little or no attendance.

For lone-working purposes, the Clerk would be accompanied by one or two members of the Banwell Crochet Corner group. Although the Clerk currently attends the Coffee, Craft and Chat sessions twice a month, it is suggested that only one session each month is promoted as a Parish Council public drop-in.

Councillors would be welcome to attend where available, but attendance would not be obligatory, recognising that most councillors are unavailable during the working day.

It is also proposed that the Parish Council presence is linked with other planned Mead Fields activities during the year, including litter picks and the Community Picnic. Relevant external organisations would continue to be invited to attend where appropriate. North Somerset Council has engaged with the sessions; however, none of the developers invited to attend during 2026 have taken up the opportunity.

Proposed Mead Fields Programme 2027

Date 2027	Day & Time	Officer	Councillors	External	Comments
January 22 nd Craft & Chat / PC Drop-in	Friday 10 - 12	Liz			
February 26 th Craft & Chat / PC Drop-in	Friday 10 - 12	Liz			

March 19th Craft & Chat / PC Drop-in	Friday 10 - 12	Liz			
April 29th Litter Pick / PC Drop-in	Thursday 10 - 12	Amy			Litter pick
May 21st Craft & Chat / PC Drop-in	Friday 10 - 12	Liz			
June 19th Litter pick Picnic	Saturday 11 - 12 12 - 3pm	All			Litter pick Community Picnic
July 23rd Craft & Chat / PC Drop-in	Friday 10 - 12	Liz			
Aug 5th Craft & Chat / PC Drop-in	Friday 10 - 12	Liz			
Sept 24th Craft & Chat / PC Drop-in	Friday 10 - 12	Liz			
Oct 2nd Litter pick / PC Drop-in	Saturday 10 - 12	Amy			Litter pick
Nov 26th Craft & Chat / PC Drop-in	Friday 10 - 12	Liz			

Recommendation:

To discontinue the existing bi-monthly standalone Mead Fields surgeries and approve the proposed 2027 programme, providing a monthly Parish Council presence at Mead Fields through the Coffee, Craft and Chat sessions and other planned community activities, with the arrangement reviewed during 2027.

RIVERSIDE GREEN – RECYCLED PLASTIC FENCING

This comparison incorporates the tender submissions and the subsequent points raised/clarified to date. Final quantities will still need to be confirmed before any order is placed. Photographs have been included to help Members compare the general appearance of the proposed fencing systems. Where possible, the photograph is of the exact manufacturer/product proposed by the tenderer. Where this has not been possible, a representative image of the proposed style has been used and identified as such. Final appearance, colour and fixing details should be confirmed before an order is placed.

Offloading key: **RED** = Council/site must provide equipment or additional personnel; **AMBER** = offloading method needs confirmation; **GREEN** = supplier/offload arrangement included or no specialist Council equipment indicated.

	Price ex VAT	Photo / product reference	Product & dimensions	Warranty / service life	Recycled content / end of life	Lead time	OFFLOADING	Clarification / note	Overall assessment
1	£9,133.75	Exact manufacturer/product proposed: Birdsmouth View photo / product page	Plaswood (Amcor). 100×100×1200mm posts; 100×100 rails, approx. 3300mm; max 1m centres. Brown or black.	25-year Plaswood warranty on posts/rails; expected life 25+ years.	Tender states min. 95% recycled; Plaswood literature states 100% recycled plastic. 100% recyclable; take-back arrangement.	8 working weeks.	RED – rails are over 1.8m and ABT states they cannot be tail-lift offloaded. Special unloading equipment/requirements are excluded.	Offloading arrangement must be agreed before order. Final length/quantities to be confirmed.	Comprehensive, but relatively expensive with long lead time and a significant offloading issue for the site.
2	£11,659.28	Exact supplier/product style: birdsmouth View photo / product page	100×140×1500mm V-head posts; 100×100×3000mm rails; approx. 1.5m centres. Brown.	25-year durability warranty on British Recycled Plastic profiles.	100% recycled post-consumer waste; recyclable at end of life; take-back scheme stated.	Not clearly stated in quote.	AMBER – quoted carriage requires the Council to handball from the vehicle with no driver assistance; minimum two people per 50 pieces.		Highest price and the least convenient delivery/offloading arrangement.
3	£9,999.25	Exact product family proposed: composite knee rail View photo / product page	Brown composite knee rail. 100×100×1400mm posts; 100×100×3100mm rails; galvanised bishop-hat straps.	No warranty	Composite/recycled-plastic product; recycled-content percentage not stated in the quotation.	Standard delivery within 5 working days.	GREEN – £100 First Fence offload service is included in the quoted total.		Very quick and offload is covered, but expensive and the quotation contains less supporting technical information than most submissions.
4	£10,000.00	Exact product named: Classic Knee Rail Barrier View photo / product page	Classic knee rail; 100×100×1250mm posts; 100×100×3000mm rails; 1.5m centres; approx. 201m.	20-year warranty.	100% recycled/waste plastic. End-of-life recycling route still to be confirmed.	To be confirmed.	RED – delivery is included but the submission does not clearly state how the 3m rails will be offloaded at Riverside Green.		High price with several practical matters still unconfirmed despite 2 nd email.
5	£8,870.94	Exact manufacturer/product proposed: Plastecowood Smartawood BH375 product page only	Smartawood BH375. 100×100×1100mm posts; 100×100×3880mm rails; 1.3m centres; galvanised birdsmouth straps.	10-year no-quibble component guarantee; service life described as decades/long-lasting rather than a fixed figure.	100% recycled waste plastic; recyclable at end of life.	To be confirmed against stock/manuf acturing availability.	RED – delivery included, but the submission does not specify the offload method despite a second request.. Rails are 3.88m long.	Confirm offloading method and lead time when final length is provided.	Good established product and specification; mid/high price, shorter warranty than several competitors.
6	£8,950.00	Exact manufacturer/product proposed: EcoPlas Birdsmouth View photo / product page	EcoPlas. 100×100×1200mm posts; 80×80×2500mm rails. Brown. Corners/changes of direction allowed for.	25-year manufacturer-backed warranty; product described as offering decades of life.	100% UK-manufactured post-consumer recycled plastic.	Approx. 2 weeks.	RED – pallet/pump-truck delivery, but two people must be available on site to manually remove the rails before the pallet can be offloaded.	No substantive product clarification outstanding; Council would need to arrange the two people required for delivery.	Strong specification and short lead time, but comparatively expensive and requires Council personnel for unloading.
7	£6,975.14	Exact product proposed: composite panel system View photo / product page	Different design: 228 × 1.8m × 300mm panels; two panels stacked per bay to achieve 600m; 1.8m bays; posts/caps; no conventional rails/brackets.	20-year warranty.	75% recycled PVC-U. Submission says end-of-life recycling is possible; wording referring to 'compostable' requires correction/clarification.	3–5 working days.	AMBER – free delivery stated, but no offloading method is described. No delivered on pallets.		Competitive price, but visually and technically different from the open knee-rail systems.
8	£7,887.53 brown £7,622.73 black	Exact manufacturer/product: Birdsmouth View photo / product page	100×100×1200mm posts; brown rails 100×100×3300mm (black quote uses 3100mm rails); 1m max centres.	Up to 25 years; warranty applies to profiles, subject to exclusions.	Manufacturer states 100% recycled plastic / at least 95% recycled material and 100% recyclable at end of life.	3–4 weeks.	RED – quotation expressly excludes offloading facilities. The Council has advised that no offloading facility is available, so an alternative delivery/offload solution is required.	Confirm suitable offloading arrangement and associated cost. Quote itself states 14-day validity, so also confirm the tender price remains available.	Competitive direct-manufacturer price, but offloading and quotation validity need resolving before comparison is final.

	Price ex VAT	Photo / product reference	Product & dimensions	Warranty / service life	Recycled content / end of life	Lead time	OFFLOADING	Clarification / note	Overall assessment
9	£6,350.00	 Representative image of the proposed brown birdsmouth style	Brown birdsmouth. 100×100×1200mm posts; 80×80×2500mm rails; nominal 2.5m centres. Includes straps, screws and drill bits.	25-year manufacturer-backed warranty; service life stated as decades.	100% recycled plastic; recyclable at end of life.	Approx. 1 week for in-stock product.	GREEN – tail-lift/pump-truck arrangement included and REYBACH will provide two people to assist with unloading.		Strong value: second-lowest price, conventional appearance, good warranty, short lead time and supplier-managed offload.
10	£ 3,693.99	 Second Life recycled-plastic post-and-rail	Post and Rail design 80×80×1000mm posts; 35×100×1200mm rails; 1.2m centres; stainless screws. Smaller/lighter sections than most bids. Includes 10%	35-year warranty; stated minimum 50-year expected service life.	100% recycled plastic; fully recyclable at end of life.	Not clearly stated in the tender.	GREEN – short 1.2m rail lengths were specifically proposed to facilitate tail-lift delivery where no dedicated offloading facilities are available.		Post and Rail design. They suggest a further 10% taking it to £4051.04
11	£8,375.18 brown £7,919.35 black	 Tender includes actual product photos/material samples; birdsmouth style	100×100×1200mm birdsmouth posts; 80×80×2500mm rails; proposed 1.25m centres; galvanised brackets and fixings.	25-year manufacturer warranty; manufacturer recommendation of 50-year life.	100% recycled plastic and 100% recyclable at end of life.	2–3 weeks.	GREEN - delivery is included, no assistance required offloading..		Very comprehensive submission and good specification, but significantly more expensive than the lowest bids.

Key points for Council

- The offloading issue is material at Riverside Green because the Council does not have dedicated offloading equipment on site. The Bypass team has been approached to see whether they may be able to assist with offloading and/or temporary storage of the materials.
- **Contractors 1, 2, 6, 7 and 8** require Council action for unloading as currently proposed. **Contractors 4 & 5** still need their offloading method confirmed.
- **Contractor 3 & 11** includes its own offload service; **Contractor 9** includes a tail-lift/pump-truck arrangement and provides two people; **Contractor 10** specifically designed its shorter sections around tail-lift delivery without dedicated offloading facilities.
- **Contractor 10** remains substantially cheaper than every other bid. Its lower price is partly explained by materially smaller post/rail sections, but the strength, fixing method, warranty and quantities should be verified before any award.
- **Contractor 9** remains the strongest conventional birdsmouth comparison on the information currently available.

To consider supporting in principle a temporary management and administrative role for Banwell Parish Council at the Mead Fields Community Hub

1. Purpose of Report

To consider whether Banwell Parish Council would be willing, in principle, to provide temporary management and administrative support to the Mead Fields Community Hub while a sustainable longer-term community management arrangement is developed.

2. Background

The Mead Fields Community Hub is a temporary community building provided by Mead Realisations as part of the wider Mead Fields development. The building and surrounding land remain under the ownership of Mead Realisations pending delivery of the permanent community facilities within the wider masterplan.

The Hub is intended to be community managed and currently has a small group of community volunteers involved in its operation. More recently, there have been difficulties with the practical management of the Hub, particularly around access, bookings and coordination. These issues have begun to affect community activities being developed at the Hub.

North Somerset Council and Banwell Parish Council have recently been working together to increase community engagement at Mead Fields. This included the community picnic held in September and, more recently, the introduction of Friday morning Coffee, Craft & Chat sessions at the Hub. Following difficulties experienced in accessing the building for one of these sessions, North Somerset Council approached the Parish Council informally about whether BPC may be able to provide some temporary management and administrative support.

3. Suggested Approach

Initial discussions with North Somerset Council have considered whether a temporary arrangement of approximately 12 months could provide some additional structure and support while a sustainable community-led management model is developed.

One option would be for the Mead Fields Hub to sit temporarily under the oversight of the Council's Youth & Community Centre Committee. This could potentially include:

- adding the Mead Fields Hub as a separate venue on the Council's existing booking system;
- providing a central point for bookings and hirer information;
- providing some administrative support;
- assisting with promotion of activities where appropriate;
- including Mead Fields as a standing item on quarterly YCC Committee agendas; and
- providing community volunteers with an established committee structure through which they can seek support and guidance.

The YCC Committee Chair has been consulted and is broadly supportive of exploring this approach. Members of the YCC Committee have also been made aware of the suggestion and given the opportunity to raise any concerns. No arrangement has currently been agreed.

4. Possible Partnership Arrangement

North Somerset Council has prepared an initial outline of how responsibilities might potentially be shared between the various parties. This is intended as a starting point for discussion and has not yet been agreed by BPC, Mead Realisations or the community volunteers.

Under the suggested model: Banwell Parish Council Clerk/YCC Committee could potentially:

- manage bookings through the Council's booking system;
- manage information relating to hirers, including relevant GDPR requirements;
- provide administrative support;
- assist with marketing and communications;
- provide an established governance structure through the YCC Committee.

Community volunteers could potentially retain responsibility for the practical day-to-day operation of the Hub, including opening and closing the building, cleaning and preparing it for users. This would need to be discussed and agreed with the volunteers themselves.

North Somerset Council could continue to support the development of the volunteer group and assist with preparation of a sustainable community business plan. Mead Realisations would need to be involved as the owner of the temporary Hub, particularly in relation to the building, maintenance, utilities and any changes to access arrangements. The precise responsibilities of all parties would therefore need to be discussed and agreed before any arrangement commenced.

5. Access Arrangements

Access to the Hub is currently one of the practical difficulties. At present, access can depend on individual volunteers being available to provide a key, which can be particularly difficult during normal working hours.

If the temporary management proposal progresses, officers would like to explore a more reliable access arrangement. One option may be a secure key safe located on the adjacent brick-built building, subject to the agreement of Mead Realisations.

6. Finance and Staff Time

If BPC were to manage bookings, clarity would be required around where booking income would be held and how Hub-specific income and expenditure would be accounted for. There would also need to be agreement regarding responsibility for cleaning materials and other routine operating expenses.

The Clerk estimates that, once the initial arrangements and booking system were established, the additional ongoing administration for BPC would be no more than approximately two/ three hours per month. Any financial implications would be reported to Council before a final arrangement.

7. Duration and Review

The initial suggestion is for a temporary arrangement of up to 12 months. A formal review would take place in April / May 2027. This would allow the current Council to assess how the arrangement is working, whether the community management structure is developing as intended and whether any changes are required before the Parish Council elections in May 2027.

The position could then be considered again by the newly elected Council as part of determining the longer-term arrangements for the Hub. The intention would not be for BPC to permanently take over management of the Hub, but to provide temporary support while a sustainable community-led structure is developed.

8. Next Steps

At this stage, Council is not being asked to approve a detailed management arrangement. Instead, members are asked to consider whether they support the principle of BPC providing temporary management and administrative support to the Mead Fields Community Hub through the Youth & Community Centre Committee.

If Council is supportive, the Clerk would continue discussions with North Somerset Council, Mead Realisations and the Mead Fields Hub community volunteers to establish whether a workable arrangement can be developed. The detailed operational arrangements would then be considered and agreed through the Youth & Community Centre Committee, including matters such as bookings, access, cleaning, volunteer responsibilities, communications and day-to-day procedures.

Any matter with a significant financial, legal or policy implication outside the Committee's delegated authority would be referred back to Full Council.

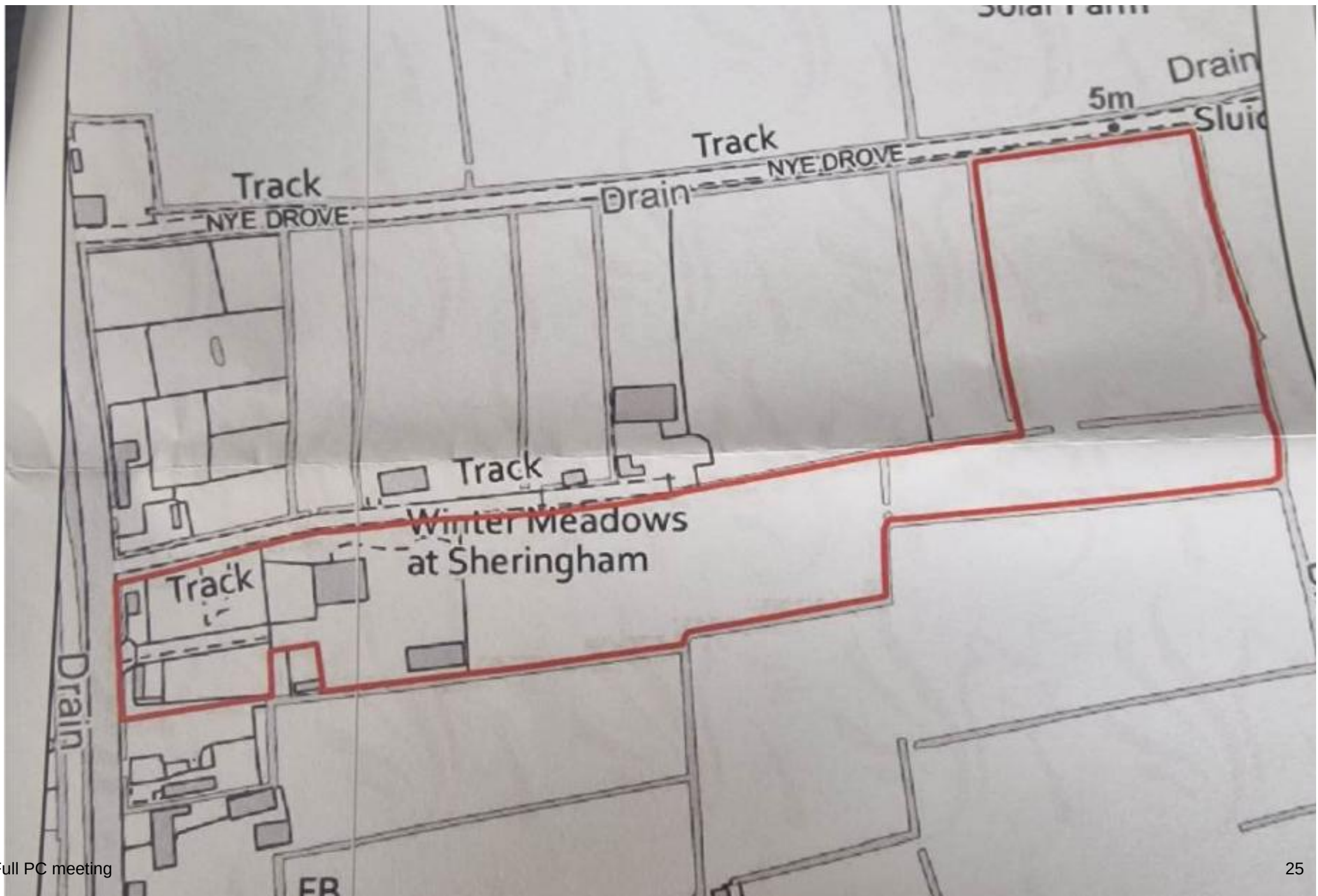
9. Recommendation

1. To support in principle Banwell Parish Council providing temporary management and administrative support to the Mead Fields Community Hub for a period of up to 12 months.
2. To agree that this support should sit within the remit of the Youth & Community Centre Committee, with the Committee delegated authority to agree the detailed operational arrangements, subject to any matters outside its delegated authority being referred back to Full Council.
3. To authorise the Clerk to continue discussions with North Somerset Council, Mead Realisations and the Mead Fields Hub community volunteers to establish whether a mutually acceptable arrangement can be developed.
4. To review the temporary arrangement in April 2027, with the longer-term position to be considered by the new Council following the May 2027 elections.

26/00046/AT04 Kingsmead Farm Riverside Banwell

Without planning permission, the material change of use of land to a mixed use comprising agricultural use, equestrian use, the use of the land for the purposes of B8 storage (including the storage of two empty caravans) and the use of the land for the parking of cars which are not parked for a purpose ancillary to any lawful use.

Location



THE APPEAL UNDER GROUND (F)

The Appellant disputes the requirement to remove the Rallye caravan, arguing that it was on site before the unauthorised parking use began and was originally used as an agricultural welfare unit. They consider complete removal excessive and request that the notice be amended to allow the caravan to return to its previous lawful agricultural use.

The Appellant argues that the fifth requirement is unclear as to whether it applies to all stored items or only the two specified caravans (Corniche and Fleetwood). They request that the Inspector reviews and clarifies the requirement under ground (f), as the wording is potentially contradictory and the scope of removal is ambiguous.

THE APPEAL UNDER GROUND (G)

The Appellant argues that the 16-week compliance period set by the LPA is insufficient to meet all the requirements of the notice.

If the appeal is dismissed, they request an extension to at least six months to allow time to find an alternative site and remove all unauthorised vehicles. This would also give them time to contact customers, including those abroad, and help relocate their vehicles without causing undue inconvenience.

5. CONCLUSION

- 5.1 The Appellant does not contend the fact that the material change of use has occurred without obtaining the necessary planning consent beforehand and nor does he wish to make an application under ground (a) to continue the use either, as he is of the view that consent would not be granted due to the conflict with extant planning policy.
- 5.2 The Appellant does, however, contend that the actions specified to remedy the breach of planning control are excessive and the notice should be varied to alter requirement number 3, and potentially requirement number 5 as well.
- 5.3 The Appellant also requires more time to comply with the requirements of the notice due to the financial and practical implications which are associated with compliance with the notice.
- 5.4 For all of the reasons set out in this statement, the Appellant respectfully requests that the Inspector allows their appeal on both of the grounds claimed and varies the notice accordingly.

Budget heading / costcode	Actual 2024 / 25	Actual 2025/26	Budget 2026 / 27	Spend 01.04.26 - 30.09.26	Anticipated Spend 2026 - 27	Comments	Budget 2027 / 28	Precept	Reserves
Cemetery & Memorials									
Grass cutting	£ 1,950.00	£ 1,950.00	£ 1,950.00	£ 975.00	£ 1,950.00		£ 1,950.00	£ 1,950.00	£ -
Paths / Trees & Garden	£ 1,049.99	£ 2,418.33	£ 1,000.00	£ -	£ 1,000.00	New maintenance	£ 1,000.00	£ 1,000.00	£ -
Making up graves	£ 120.00	£ -	£ 200.00	£ -	£ 200.00		£ 200.00	£ 200.00	£ -
Env Fee	£ -	£ 360.00	£ -	£ 120.00	£ 200.00	claimed via fees	£ -	£ -	£ -
Cemetery / Memorial work contingency	£ 960.00	£ 18.49	£ 5,000.00	£ 43.59	£ 1,000.00	War memorial due clean apply for grant post bypass.	£ 5,000.00	£ 1,950.00	£ 3,050.00
Cemetery software	£ 450.00	£ 555.00	£ 560.00	£ 560.00	£ 560.00	inc iccm	£ 600.00	£ 600.00	£ -
Cemetery income	-£ 2,563.09	-£ 5,236.26	-£ 3,500.00	-£ 1,497.98	-£ 2,500.00		-£ 2,500.00	-£ 2,500.00	£ -
Cemetery bank interest	-£ 3,273.34	-£ 4,001.33	-£ 3,500.00	-£ 3,422.64	-£ 3,422.64		-£ 3,200.00	-£ 3,200.00	£ -
TOTAL	-£ 1,306.44	-£ 3,935.77	£ 1,710.00	-£ 3,222.03	-£ 1,012.64		£ 1,710.00	£ -	£ 3,050.00
Staffing									
Salary & NI	£ 47,168.14	£ 52,133.21	£49,000.00	£ 31,259.00	£ 52,000.00	NI increase, Poss 2% inc spinal point	58000	£ 58,000.00	£ -
Overtime			£ 2,000.00	£ 725.17	£ 2,000.00		£ 2,000.00	£ 2,000.00	
Employer Pension Provision	£ 2,414.33	£ 2,499.18	£ 1,000.00	£ 394.71	£ 800.00		£ 800.00	£ 800.00	£ -
Training Officers	£ 1,412.82	£ 410.00	£ 600.00	£ -	£ 550.00		£ 600.00	£ 600.00	£ -
TOTAL	£ 50,995.29	£ 55,042.39	£52,600.00	£ 32,378.88	£ 55,350.00		£52,600.00	£ 61,400.00	£ -
Administration									
Advertising inc printing	£ 349.50	£ 892.00	£ 1,000.00	£ 376.00	£ 900.00		£ 1,000.00	£ 1,000.00	£ -
Insurance	£ 1,819.00	£ 1,845.01	£ 1,900.00	£ 1,870.96	£ 1,870.96	2nd yr of 3yr plan	£ 1,900.00	£ 1,900.00	£ -
Subscriptions	£ 1,905.44	£ 1,326.37	£ 2,000.00	£ 1,038.58	£ 1,400.00	ALCA / SLCC / SPF / ICO.	£ 1,500.00	£ 1,500.00	£ -
Audit fees	£ 960.00	£ 755.00	£ 1,400.00	£ 1,015.00	£ 1,400.00	Becoming I & E	£ 1,500.00	£ 1,500.00	£ -
Legal costs	£ 14.10	£ 132.70	£ 600.00	£ -	£ 580.00		£ 600.00	£ 600.00	£ -
Training Cllrs	£ 562.68	£ 705.00	£ 500.00	£ 90.00	£ 400.00		£ 500.00	£ 500.00	£ -
Office Equip inc printer	£ 695.96	£ 1,311.27	£ 1,500.00	£ 755.83	£ 1,400.00	2 new laptop	£ 2,000.00	£ 2,000.00	£ -
Chairman's Allowance	£ 164.96	£ 152.44	£ 400.00	£ 206.17	£ 400.00	last yr Com pic FC	£ 400.00	£ 400.00	£ -
IT Equip inc software	£ 1,954.34	£ 3,257.57	£ 2,500.00	£ 1,549.79	£ 3,295.19		£ 2,500.00	£ 2,500.00	£ -
Bank Charges	£ 163.80	£ 164.52	£ 200.00	£ 93.80	£ 190.00		£ 200.00	£ 200.00	£ -
Risk Assessments	£ -	£ -	£ 180.00	£ -	£ 180.00	carried budget	£ 180.00	£ -	£ 180.00
Election Charges	£ 92.00	£ -	£ -	£ -	£ -	awaiting figure from NSC	£ 150.00	£ 150.00	£ -
TOTAL	£ 8,681.78	£ 10,541.88	£ 12,180.00	£ 6,996.13	£ 12,016.15		£12,430.00	£ 12,250.00	£ 180.00
Environment									
Grass Cutting	£ 2,045.00	£ 2,045.04	£ 2,045.00	£ 909.18	£ 2,045.04	New Contract	£ 2,000.00	£ 2,000.00	£ -
Fence, tree & hedge work	£ 830.00	£ 271.02	£ 1,000.00	£ -	£ 1,000.00		£ 1,000.00	£ 1,000.00	£ -
Village Orderly	£ 4,710.00	£ 4,785.00	£ 4,890.00	£ 2,355.00	£ 4,890.00		£ 4,890.00	£ 4,890.00	£ -
Dog Bins	£ 6,464.99	£ 7,467.66	£ 7,500.00	£ 3,329.00	£ 7,507.13	price increase collection, new bins.	£ 8,000.00	£ 8,000.00	£ -
Riverside & Defib	£ 439.63	£ 1,949.67	£ 2,000.00	£ 1,133.44	£ 2,000.00	new defib x 2	£ 3,000.00	£ 3,000.00	£ -
NS Footpaths & Grasscutting	£ -	£ -	£ -	£ -	£ -	new contract NSC footpaths / grass cutting	£ 3,000.00	£ 3,000.00	
Environmental projects	£ 2,357.27	£ 4,566.42	£ 8,000.00	£ 1,768.80	£ 6,000.00	maintenance of hedges	£ 6,000.00	£ 6,000.00	£ -
TOTAL	£ 16,846.89	£ 21,084.81	£ 25,435.00	£ 9,495.42	£ 23,442.17		£ 27,890.00	£ 27,890.00	£ -
Grants & Donations									
Grants and Donations	£ 7,617.50	£ 6,427.76	£ 8,100.00	£ 2,798.32	£ 6,800.00	W PC, CAB, Minibus	£ 9,600.00	£ 8,100.00	£ 1,500.00
Environmental Grant	£ -	£ -	£ 1,000.00	£ -	£ 1,000.00		£ 1,000.00	£ 1,000.00	£ -
TOTAL	£ 7,617.50	£ 6,427.76	£ 9,100.00	£ 2,798.32	£ 7,800.00		£ 10,600.00	£ 9,100.00	£ 1,500.00
Highways									
Power	£ 2,365.88	£ 2,759.90	£ 3,000.00	£ 1,031.93	£ 2,800.00		£ 3,000.00	£ 3,000.00	£ -
Maintenance	£ 2,625.00	£ 947.00	£ 1,500.00	£ 705.00	£ 1,410.00	New lighting contract 3yrs fixed. 3rd year	£ 1,500.00	£ 1,500.00	£ -
6 yr inspect / single phase upgrade	£ -	£ -	£ -	£ -	£ -	Inspection due 2026	£ 1,000.00	£ 1,000.00	£ -
Highways related projects	£ 974.37	£ 137.47	£ 7,000.00	£ 125.00	£ 3,325.00	New VAS	£ 3,000.00	£ 3,000.00	
Community Safety Projects	£ -	£ -	£ -	£ -	£ -	Community Response Officer	£ 6,000.00	£ 5,568.00	£ 432.00
TOTAL	£ 5,965.25	£ 3,844.37	£ 11,500.00	£ 1,861.93	£ 7,535.00		£ 14,500.00	£ 14,068.00	£ 432.00
Recreation Ground									
Rec Grass Cutting	£ 2,290.00	£ 2,250.00	£ 2,300.00	£ 1,125.00	£ 2,250.00		£ 2,300.00	£ 2,300.00	£ -
Rec Maintenance	£ 30.00	£ 1,045.25	£ 16,000.00	£ 164.00	£ 1,500.00		£ 1,500.00	£ 1,500.00	£ -
Rec Trees & Fences	£ 600.00	£ 3,222.00	£ 300.00	£ -	£ 300.00		£ 300.00	£ 300.00	£ -
Inspections	£ 527.00	£ 586.00	£ 530.00	£ 150.00	£ 530.00	increase due to gym	£ 700.00	£ 700.00	£ -
Play Equipment & Path	£ -	£ -	£ 14,000.00	£ -	£ 15,000.00	Next Yr teen zone	£ 35,000.00	£ 10,000.00	Earmarked Reserves
TOTAL	£ 3,447.00	£ 7,103.25	£ 33,130.00	£ 1,439.00	£ 19,580.00		£ 39,800.00	£ 14,800.00	£ -
YCC									
YCC upgrade	£ 8,706.18	£ 353.50	£ 2,000.00	£ -	£ 1,000.00		£ 2,000.00	£ 2,000.00	£ -
Repairs & Maintenance	£ 4,345.25	£ 3,622.52	£ 3,000.00	£ 1,219.69	£ 2,500.00	ECIR 2024 due 29.	£ 3,000.00	£ 3,000.00	£ -
CCTV & Alarms	£ 675.00	£ 145.00	£ 800.00	£ 375.00	£ 1,500.00	New Contract CCTV & alarm	£ 1,400.00	£ 1,400.00	£ -
Electricity	£ 647.00	£ 457.34	£ 200.00	£ 39.01	£ 400.00	inc Solar panels payment	£ 250.00	£ 250.00	£ -

Budget heading / costcode	Actual 2024 / 25	Actual 2025/26	Budget 2026 / 27	Spend 01.04.26 - 30.09.26	Anticipated Spend 2026 - 27	Comments	Budget 2027 / 28	Precept	Reserves
Solar payment	£ -	£ 154.22	£ -	£ -	£ -	no longer exists as part of invoice	£ -	£ -	£ -
Gas	£ 1,285.71	£ 705.45	£ 1,000.00	£ 461.14	£ 1,000.00		£ 1,000.00	£ 1,000.00	£ -
Water	£ 345.81	£ 361.20	£ 800.00	£ 186.06	£ 400.00	Poss hedge watering	£ 800.00	£ 800.00	£ -
Waste Collection	£ 130.61	£ 165.94	£ 350.00	£ 191.52	£ 300.00		£ 350.00	£ 350.00	£ -
Cleaning & supplies	£ 3,059.12	£ 3,107.00	£ 3,000.00	£ 1,678.25	£ 3,000.00	New contract April	£ 3,500.00	£ 3,500.00	£ -
Phone internet	£ 585.15	£ 586.11	£ 600.00	£ 286.59	£ 600.00	3rd year of 3yr	£ 600.00	£ 600.00	£ -
Grass cutting	£ 1,125.00	£ 1,125.00	£ 1,125.00	£ 562.50	£ 1,125.00	New contract April	£ 1,500.00	£ 1,500.00	£ -
fence / hedge	£ 490.00	£ 250.00	£ 1,000.00	£ 280.00	£ 500.00		£ 1,000.00	£ 1,000.00	£ -
Booking software	£ 417.60	£ 417.60	£ 430.00	£ 417.60	£ 417.60		£ 430.00	£ 430.00	£ -
Music & TV Licence	£ 736.13	£ 764.33	£ 600.00	£ 611.74	£ 786.24		£ 800.00	£ 800.00	£ -
YCC events refreshments	£ 79.71	£ 50.95	£ 150.00	£ 33.36	£ 120.00	Part paid for by fund raising	£ 150.00	£ 150.00	£ -
Grants & Donations	-£ 1,500.00	-£ 1,500.00	-£ 1,500.00	-£ 1,500.00	-£ 1,500.00	Grant from Winscombe for YCC if awarded	-£ 1,500.00	-£ 1,500.00	£ -
Income	-£ 881.50	-£ 515.50	-£ 500.00	-£ 806.00	-£ 1,500.00		-£ 1,000.00	-£ 1,000.00	£ -
TOTAL	£ 20,246.77	£ 9,942.22	£ 13,055.00	£ 4,036.46	£ 10,648.84		£ 14,280.00	£ 14,280.00	£ -

Youth									
Youth Club sessions	£ 5,130.00	£ 4,603.32	£ 8,000.00	£ 2,295.00	£ 5,000.00	Currently 1 day poss increase	£ 8,000.00	£ 8,000.00	£ -
Youth Club tuck	-£ 64.69	-£ 56.63	£ -	-£ 94.07	£ -	Payments - receipts	£ -	£ -	£ -
Extraordinary activities inc Residential	£ -	£ 863.57	£ 5,000.00	£ 1,906.80	£ 1,906.80	Summer Holiays & spring residential	£ 3,000.00	£ 3,000.00	£ -
Subs	-£ 615.55	-£ 801.00	-£ 550.00	-£ 399.00	-£ 600.00	£1 per person inc summer contribution carried budgeted '2021'	-£ 550.00	-£ 550.00	£ -
Youth Council / forum	£ -	£ -	£ 200.00	£ -	£ -		£ 200.00	£ -	£ 200.00
TOTAL	£ 4,449.76	£ 4,609.26	£ 12,650.00	£ 3,708.73	£ 6,306.80		£ 10,650.00	£ 10,450.00	£ 200.00

Grand Total	£ 109,326.30	£ 108,232.41	£ 162,260.00	£ 56,694.52	£ 133,866.32		£ 184,460.00	£164,238.00	£ 12,962.00
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INCOME									
Village Orderly Grant	£ 435.81	£ 435.81	£ 435.81	£ 435.81	£ 435.81	Unsure if this will exist	£ 435.81	£ 435.81	£ -
NSC Contribution	£ 405.00	£ 245.00	£ 245.00	£ -	£ 245.00	Unsure if this will exist	£ 245.00	£ 245.00	
Misc income	£ 601.99	£ 12.16	£ 2,500.00	£ 3,178.99	£ 3,178.99	new high interest account	£ 3,400.00	£ 3,400.00	£ -
Solar panel grant from New Solar Banwell	£ 7,149.00	£ 7,149.00	£ 7,149.00	£ -	£ 7,149.00		£ 7,149.00	£ 7,149.00	£ -
Green Roof Grant	£ -	£ -	£ -	£ 3,660.00	£ 3,660.00				
Gym Equipment	£ -	£ -	£ -	£ 14,999.00	£ 14,999.00				
INCOME	£ 8,591.80	£ 7,841.97	£ 10,329.81	£ 22,273.80	£ 29,667.80		£ 11,229.81	£ 11,229.81	£ -

Budget - income							Precept request		Reserves to be used
£ 100,734.50	£ 100,390.44	£ 151,930.19	£ 34,420.72	£ 104,198.52	£	£ 173,230.19	£ 153,008.19	£ 12,962.00	
							Last Year	£ 145,290.19	

Outside of Budget, earmarked funds	2024 / 25	Actual 2025/26	Budget 2026/27	Actual 01.04.26 - 30.09.26 - Anticipated 2026 - 27					
CIL	£ 70,584.83	£ 68,479.43	£ -	£ -	£ -	£ -	£ -	£ -	£ -
Food Bank	£ 2,623.64	£ 3,801.98	£ -	£ 1,060.00	£ 2,000.00		£ -	£ -	£ -
Public living room	£ 126.49	£ 148.66	£ -	£ 73.20	£ 30.00	currently operates at a loss	£ -	£ -	£ -
Section 137 Contributions	£11.10 per electora In May 2023 Banwell Parish Council resolved to adopt the General Power of Competence.								

GENERAL RESERVES 31.03.26	£ 70,628.49	(47% of precept)
EARMARKED RESERVES 31.03.26	£ 89,068.27	
CEMETERY EXTENSION RESERVE ON 30.09.26	£ 118,991.26	

Banwell Parish Council

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

Cost Centre Name**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>
203	Advertising				1,000.00	376.00	624.00
204	Insurance				1,900.00	1,870.96	29.04
205	Subscriptions inc ALCA &				2,000.00	2,075.58	-75.58
206	Audit Fee				1,400.00	1,015.00	385.00
207	Legal Costs				600.00		600.00
209	Training Councillor				500.00	90.00	410.00
210	Office Equipment			7.70	1,500.00	314.41	1,193.29
211	Chairmans Allowance				400.00	206.17	193.83
212	IT Equipment in software				2,500.00	2,282.81	217.19
213	Bank Charges				200.00	93.80	106.20
215	Risk Assessments				180.00		180.00
				£7.70	12,180.00	£8,324.73	3,862.97

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	975.00	975.00
102	Cem paths / trees / garder				1,000.00		1,000.00
103	Cem making up graves				200.00		200.00
104	Cemetery / Memorial Main				5,000.00	43.59	4,956.41
105	Env Fee					120.00	-120.00
106	Cemetery software				560.00	450.00	110.00
					8,710.00	£1,588.59	7,121.41

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	1,497.98			-2,002.02
111	Cemetery Bank interest		3,500.00	3,422.64			-77.36
			7,000.00	£4,920.62			-2,079.38

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>
504	CIL 2022/23						
505	CIL 2025/26						
506	CIL 2026/27						
507	Food bank			1,060.00	2,000.00	541.30	2,518.70
718	Living Room			714.00		789.46	-75.46
				£1,774.00	2,000.00	£1,330.76	2,443.24

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	909.18	1,135.82
303	Env Hedge / Fence / Tree				1,000.00		1,000.00
304	Village Orderly		435.81		4,890.00	2,355.00	2,099.19
305	Dog Bins				7,500.00	3,329.00	4,171.00
306	Env Maintenance / Inspec				2,000.00	1,133.44	866.56
307	Env Projects		245.00	435.81	8,200.00	1,768.80	6,622.01
			2,328.69	£2,083.69	27,282.88	£11,143.30	15,894.58

Grants & Donations

<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>
219	Grants & Donations				8,100.00	2,798.32	5,301.68
220	ESC Lottery Fund		14,999.00	14,999.00			
308	Env Grant		7,149.00		1,000.00		-6,149.00

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

Cost Centre Name

			22,148.00	£14,999.00	9,100.00	£2,798.32	-847.32
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>
401	Street light power				3,000.00	1,031.93	1,968.07
402	Street light maintenance				1,500.00	705.00	795.00
403	Street light upgrade						
404	Highways related projects			3,660.00	7,000.00	125.00	10,535.00
				£3,660.00	11,500.00	£1,861.93	13,298.07
Impact Alliance							
<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>
808	Salary IA			1,403.37		1,585.86	-182.49
				£1,403.37		£1,585.86	-182.49
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>
501	Misc Income		2,500.00	3,178.99			678.99
502	Annual Precept		145,290.19	145,290.19			
503	VAT						
			147,790.19	£148,469.18			678.99
Recreation Ground							
<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
			<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
601	Rec Grass Cutting				2,300.00	1,125.00	1,175.00
602	Rec Maintenance				16,000.00	164.00	15,836.00
603	Rec Tree & Fence Work				300.00		300.00
604	Rec Inspections				530.00	150.00	380.00
605	Rec Play Equipment & Be				14,000.00		14,000.00
					33,130.00	£1,439.00	31,691.00
Staffing							
<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				49,000.00	31,259.00	17,741.00
202	Clerk pension contribution				1,400.00	1,406.34	-6.34
208	Training Officers				600.00		600.00
216	Overtime				2,000.00	725.17	1,274.83
217	Pension employer contribu				1,000.00	394.71	605.29
					54,000.00	£33,785.22	20,214.78
Youth & Community Centre							
<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
			<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
701	YCC upgrade				2,000.00		2,000.00
702	YCC repairs & maintenanc				3,000.00	1,219.69	1,780.31
703	YCC CCTV				800.00	375.00	425.00
704	YCC Electricity			146.56	200.00	39.01	307.55
705	YCC Gas				1,000.00	461.14	538.86
706	YCC water				800.00	186.06	613.94
707	YCC waste				350.00	191.52	158.48
708	YCC cleaning & supplies				3,000.00	1,678.25	1,321.75
710	YCC phone & wifi				600.00	286.59	313.41
711	YCC Grass cutting				1,125.00	562.50	562.50
712	YCC hedge, fence & tree \				1,000.00	280.00	720.00
713	YCC grants & donations		1,500.00				-1,500.00
714	YCC income		500.00	2,306.00			1,806.00
715	YCC Booking software				430.00		430.00
716	YCC Music Licence				600.00	611.74	-11.74

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

Cost Centre Name

717 YCC events refreshments			150.00	33.36	116.64
	2,000.00	£2,452.56	15,055.00	£5,924.86	9,582.70

Youth Club

<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
			<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
801	YC sessions			115.00	8,000.00	2,295.00	5,820.00
803	YC extraordinary activities			210.00	5,000.00	1,906.80	3,303.20
805	YC subscriptions		550.00	189.00			-361.00
806	Tuck Shop			146.50		52.43	94.07
807	Youth Forum				200.00		200.00
			550.00	£660.50	13,200.00	£4,254.23	9,056.27

NET TOTAL			181,816.88	£180,430.62	186,157.88	£74,036.80	110,734.82
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Banwell Parish Council
Reserves Balance
2026-2027

<u>Reserve</u>	<u>OpeningBalance</u>	<u>Transfers</u>	<u>Spend</u>	<u>Receipts</u>	<u>CurrentBalance</u>
Earmarked					
Cemetery Reserves	118,991.26			4,920.62	123,911.88
Food Bank	3,801.98		541.30	1,060.00	4,320.68
New Banwell Solar	16,638.40				16,638.40
CIL 22/23	4,503.73				4,503.73
CIL 2023/24	5,598.67				5,598.67
Community Living Room	148.66		789.46	714.00	73.20
CIL 2025/26	58,376.83				58,376.83
ESC Lottery Fund				14,999.00	14,999.00
Total Earmarked	208,059.53		1,330.76	21,693.62	228,422.39
TOTAL RESERVE	208,059.53		1,330.76	21,693.62	228,422.39
GENERAL FUND					156,510.40
TOTAL FUNDS					384,932.79

Banwell Parish Council

Prepared by: _____

Date: _____

Name and Role (Clerk/RFO etc)

Approved by: _____

Date: _____

Name and Role (RFO/Chair of Finance etc)

A	Bank Reconciliation at 30/09/2026		
	Cash in Hand 01/04/2026		278,688.02
	ADD Receipts 01/04/2026 - 30/09/2026		182,671.29
	SUBTRACT Payments 01/04/2026 - 30/09/2026		461,359.31
			76,426.52
	Cash in Hand 30/09/2026 (per Cash Book)		384,932.79
B	Cash in hand per Bank Statements		
	Natwest Current account (5335765 30/09/2026	8,170.29	
	Cemetery Reserve Account (59678 30/09/2026	11,294.77	
	PC Reserve Saver account (81413 30/09/2026	51.51	
	Unity Trust Bank (20398572) 30/09/2026	169,739.11	
	Lloyds Credit Card 30/09/2026	0.00	
	Charity Bank 30/09/2026	110,677.11	
	Unity Saver 30/09/2026	0.00	
	Unity Bank Saver 26 30/09/2026	85,000.00	
			384,932.79
	Less unrepresented payments		
			384,932.79
	Plus unrepresented receipts		
	Adjusted Bank Balance		384,932.79
	A = B Checks out OK		

Bills for Payment - 18th September to the 16th October 2026
Banwell Parish Council

Method	Payee	Details	Gross Amount	Comments	Minute agreed	Power
Already Paid						
DD	Octopus	YCC Electricity	£ 34.02	Awaiting Invoice To be claimed back	094/26	
DD	Octopus	YCC Electricity	£ 31.64		094/26	
DD	Mainstream	Phone and Broadband	£ 59.36		094/26	
To Pay						
BACS	J K Gardening	Grass cutting & Village Orderly contract	£ 1,043.34		094/26	
BACS	J K Gardening	Emptying NSC bins	£ 15.00		198/24 (ii)	
BACS	Corporate Cleaning Services	Dog Bin Emptying	£ 520.00		094/26	
BACS	Insight Cleaning	YCC Cleaning	£ 264.00		094/26	
BACS	YMCA	Youth Club Summer Holiday Provision	£ 540.00		YCC 022/26	
BACS	Scribe	Civic.ly monthly cost	£ 63.60		172/24	
BACS	Webglu	Website quarterly charge	£ 161.46		094/26	
BACS	Officer expenses	Overtime, NJC backpay and expenses (rolls, butter & milk)	£ 256.38		Contractual & 060/26	
DD	Lloyds Bank PLC	Multipay charge & costs (Open AI, Fridge Freezer, microsoft, Tuck, watering cans, paper and ycc cleaning)	£ 1,575.81		various inc ycc 21/26	
DD	Conrad Energy	Streetlighting	£ 185.00		094/26	
SO	Amy Symonds	Impact Alliance Officer Salary	£ 238.13		MVJC 05/26	
SO	Officer Salaries	Officer Salaries	£ 3,471.96		094/26 & E04/26	
DD	Nest	Pension contibutions	£ 320.52		094/26	
DD	Unity Trust	Bank Charges	£ 12.40		094/26	
DD	North Somerset	YCC Waste Collection	£ 10.06		094/26	
BACS	HMRC	PAYE and NI	£ 1,475.72		094/26	
Totals			£ 10,278.40			

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