



Banwell Youth and Community Centre,
West Street
Banwell. BS29 6DB
01934 820442

15th September 2026

Members of the public and press are entitled to be at the following meeting in accordance with the Public Bodies (Admission to Meeting) Act 1960 Section 1 unless excluded by the Parish Council by resolution during the whole or part of the proceedings. Such entitlement does not however include the right to speak on any matter except at the commencement of the meeting given over specifically for that purpose.

To: The Chairman and all members of Banwell Parish Council.

You are summoned to attend a Meeting of Banwell Parish Council, to be held at the Youth & Community Centre (YCC) on Monday 21st September 2026 at 7:30pm, when the following business will be transacted.

The meeting will be livestreamed on Facebook <https://www.facebook.com/banwellparishcouncil>

Liz Shayler
Clerk to the Council

Before the meeting begins there will be a public participation session – *This session is open to the Public to present comments, observations, information, petitions or lead deputations and is the only time members of the public may participate. (Please note that the Council is unable to make formal decisions under this item)*

- i) Members of the public.
- ii) Community Beat Manager's report.
- iii) Ward Councillor's report.

A G E N D A

1. To receive apologies for absence.
2. To receive members' declarations of interest on any agenda item.
3. To approve as a correct record the minutes of the Parish Council Meeting held on the 20th of July 2026 (pages 1 – 6)
4. To note the following minutes:
 - i) Mendip Villages Joint Committee 13th August 2026 (pages 7 & 8)
 - ii) Planning Committee 7th September 2026 (pages 9 - 11)
5. To note and comment upon planning application 26/P/1406/OUT Land at Knightcott Road, Banwell (pages 12 – 18).
6. To note the training and events available and agree any attendance (page 19).
 - 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
7. To receive the Officer report/Exchange of information: Please note that the Council is unable to make any formal decision under this item (pages 19).
 - i) Banwell Bypass
 - ii) Mead Fields Stakeholders Meeting
 - iii) Mead Fields Picnic
 - iv) Defibrillator Training

8. To agree the following items of expenditure (page 20).
 - i) £195 + VAT (plus £40 an hour) for the annual maintenance of the sewage pump.
 - ii) £540 + VAT Annual Cemetery package.
 - iii) £285 + VAT for the Annual RoSPA Play equipment inspections at the Recreation Ground / MUGA & Riverside Play Area.
 - iv) £611.74 + VAT Youth & Community Centre PPL / PRS Music licence.
 - v) £60 donation for the Remembrance Day Wreath.
9. To note the increase of dog waste collections of 50p a week per bin (page 20).
10. To retrospectively approve the purchase of a replacement fridge freezer for the Youth & Community Centre for £361.67 + VAT (page 20).
11. To discuss who will undertake the following annual inspections for budgeting purposes: (pages 21 - 28)
 - i) Benches
 - ii) Dog bins
 - iii) Flagpole
 - iv) Grit bins
 - v) Litter bins
 - vi) Memorials
 - vii) Bus Shelter
12. To consider and approve the tender specifications for the following contracts (pages 29 - 40).
 - i) Grass Cutting and Groundcare Contract (pages 29 – 31);
 - ii) Groundcare and Bin Emptying Contract (pages 32 – 34);
 - iii) Youth & Community Cleaning Contract (pages 35 – 36);
 - iv) Youth and Community Centre CCTV Contract (pages 37 – 38);
 - v) Youth & Community Centre Fire Alarm and Monitoring Contract (pages 39 – 40);
13. To note the Notice of Conclusion of Audit and agree any recommendations (to follow)
14. To note the Parish Council's end of August's net position, reserves, bank balances and bank reconciliation (pages 41 - 45)
15. To authorise bills for payment for September (page 46).
16. 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 14 & 15 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).
17. To consider the position regarding the access track following completion of the adverse possession application and to agree any further action (attached separately confidential pages 1-3).
18. Date of the next meeting –
 - 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.

Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (age, race, gender, gender reassignment, sexual orientation, marital status, religion & belief, pregnancy & maternity and disability) Crime and Disorder, Health & Safety and Human Rights.