



Banwell Parish Council

MINUTES OF THE ANNUAL MEETING OF THE PARISH COUNCIL held at 7.30p.m on Monday 8th MAY 2017 at BANWELL VILLAGE HALL

PRESENT: Councillors Jim Weston (Chairman), Jo Arnold, Paul Bateman, Paul Blatchford, Steve Davies, Angela Haden, Phil Hale, Paul Harding, Dawn Parry and Michael Poole.

IN ATTENDANCE: Liz Shayler (Clerk).

WARD COUNCILLOR: Cllr Harley

MEMBERS OF THE PUBLIC: Three

- 107/17 To elect a Chairman of the Parish Council for 2017/18 (Agenda item 1)**
- Resolved –** To elect Cllr Jim Weston as Chairman of the Parish Council for 2017/18
- The resolution was correctly proposed and seconded (Unanimous)**
- 108/17 To request the Chairman to sign a declaration of acceptance of office (Agenda item 2)**
- The Chairman signed the declaration of acceptance of office
- 109/17 To elect a Vice Chairman of the Parish Council for 2017/18 (Agenda item 3)**
- Resolved –** To elect Cllr Paul Harding as Vice Chairman of the Parish Council for 2016/17
- The resolution was correctly proposed and seconded (9 in favour and 1 abstention)**
- 110/17 To request the Vice Chairman to sign a declaration of acceptance of office (Agenda item 4)**
- The Vice Chairman signed the declaration of acceptance of office
- 111/17 To receive apologies for absence (Agenda item 5)**
- No apologies were received as all Councillors were present.
- 112/17 To appoint the Cemetery and Memorials Committee for 2017/18 (Agenda item 6)**
- Resolved –** To appoint Cllrs Paul Blatchford, Steve Davies, Angela Haden and Phil Hale along with co-opted members John Keate and Richard Tolmie and Cllrs Jim Weston and Harding as ex Officio to the Cemetery and Memorials Committee for 2017/18
- The resolution was correctly proposed and seconded (Unanimous)**
- 113/17 To appoint the Employment Committee for 2017/18 (Agenda item 7)**
- Resolved –** To appoint Cllrs Jo Arnold, Paul Bateman, Paul Harding, Dawn Parry and Jim Weston to the Employment Committee for 2016/17

The resolution was correctly proposed and seconded (Unanimous)

114/17 To appoint the Youth Club Management Committee for 2017/18 (Agenda item 8)

Resolved – To appoint Cllrs Jo Arnold, Angela Haden, Paul Blatchford along with co-opted member Richard Tolmie and Cllr Jim Weston and Cllr Harding as ex officio to the Youth Club Management Committee for 2017/18.

115/16 To appoint members of outside bodies for 2017/18 (Agenda item 9)

Resolved – That members be appointed as the Parish Council's representatives on outside bodies in 2017/18 in accordance with the following schedule: -

Outside Body	2017/18 Representatives
ALCA North Somerset Group	Cllr Haden & Cllr Hale
Banwell Action Club	Cllr Harding
Banwell Allotment Society	Cllr Bateman
Banwell in Bloom	Cllr Arnold
Banwell Scouts & Guides Association	Cllr Arnold
Banwell School Community Governor	Cllr Parry
Banwell Village Hall Management Committee	Cllr Haden & Cllr Weston
Children's Centre Partnership	Cllr Arnold & Cllr Haden
Churchill and Langford Minibus Society	Cllr Haden & Cllr Weston
Defibrillator Guardians	Cllr Weston and Paul White
Community Resilience	Vacant
Hinkley Point Community Forum	Cllr Blatchford & Cllr Weston
Parochial Church Council	Vacant
NSC Standards Sub-Committee	Cllr Bateman & Cllr Weston
Weekly Visual Checks of Play Areas	Cllr Harding cover by Cllr Haden
Winscombe & Banwell Patient Reference Group	Cllr Parry
Highways Working Group	Cllr Bateman, Cllr Haden, Cllr Harding, Cllr Weston.

The resolution was correctly proposed and seconded (Unanimous)

116/17 To receive members' declarations of interest on any agenda item (Agenda item 10)

Due to proximity of their property to the following planning applications the following councillors declared an interest; Cllr Parry 28 (iii), Cllr Blatchford and Cllr Davis 28 (iv) Cllr Hale declared an interest in 28 (iii) Cllr Bateman declared an interest in 28 (i)

117/16 To invite public participation (Agenda item 11)

i) Members of the public.

The following issues were raised:

- Gill Fawcitt – volunteered her services to support the production of a neighbourhood plan if it goes ahead.
- The Village Orderly was concerned about the location of the portacabin which Wessex Water have located along Riverside.
- Whilst doing his litter pick along Knightcott Road the Village orderly is becoming increasingly concerned about the speed of vehicles along this stretch of road. The Clerk was asked to contact the police to ask them to allocate time for the speed van along this route.

iii) Community Beat Manager's report.

The following report was received for the period 10/04/2017 to 08/05/2017

Calls from the Parish received = 27 Village crimes recorded = 62

Recorded crimes: 1 Assault, 2 Thefts, 1 burglaries (non-dwelling), 1 Fraud and 1 Harassment

Police Priorities: To increase evening patrols in the parish to deter rural crime, provide reassurance and make residents feel safe and be safe. With warmer weather approaching and lighter evenings there is often an increase in crime and antisocial behaviour. Residents are asked to be vigilant and to take extra steps to protect their property when out and about, to ensure windows and doors are locked and secured, and that items of value are not left on view.

ii) Ward Councillor's report.

- Cllr Harley reported that as they were in purdah at the moment no formal decisions have been made or will be made.
- She felt the outcome of the planning appeal in Backwell would be interesting as it is contrary to their neighbourhood plan.
- It was stated that the local authority is still facing budget challenges.
- North Somerset are facing a large amount of planning appeals which they are losing on their 5-year supply. The only thing that the Planning Inspectorate seems willing to override this is in relation to Landscaping.
- North Somerset have been given a directive to clear paths which are unused. The Clerk was asked to contact Adrian Woollacott concerning this.

118/17 To approve as a correct record the minutes of the meeting of the Parish Council held on 10th April 2017 (Agenda item 12)

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

The resolution was correctly proposed and seconded (Unanimous)

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

119/17 To note the minutes of the Youth Club Management Committee meeting of 27th April 2017 (Agenda item 13)

The minutes were noted.

120/17 To receive the Clerk's report/Exchange of information (Agenda item 14)

- The Community Picnic** - The children's centre, Banwell School, Banwell Action Group and the Football Club have made contact to say they would like to be involved. This includes an area for breast feeding mum, sweets and soft drinks, children's games, an ice cream van and a catering truck. Banwell Football club have also offered the use of inflatables.
- Works to Banwell Cemetery Wall** – the chairman informed the councils that the works had been completed but that the path still needed to be reinstated in two places. Mike Derewicz would be visiting the site later this week to agree the steels work which would then allow the wooden struts to be removed. The back filling has started on the neighbouring properties.
- Land Registry** – The clerk informed the council that the Cemetery and the Recreation Ground land claims had been agreed but that further investigation was needed in relation to the Village Hall.
- Lights around the village** – No problems reported

- v) **Duck Race Tickets** – Youth club have been allocated 100 duck tickets to sell for fundraising purposes.

121/17 To review and approve the Social Media Policy (agenda item 15)

Resolved – That the Social Media Policy be approved.

The resolution was correctly proposed and seconded (Unanimous)

122/17 To approve items of expenditure (Agenda item 16)

- i) **Renewal of the Parish Council's insurance policy with Came and Company (£2,098.05)**

The Clerk informed the council that this was the final year of the tie in period that they had with Came and Company.

Resolved – That the insurance policy with Came and Company for £2098.05 is renewed for 2017/2018.

The resolution was correctly proposed and seconded (Unanimous)

- ii) **Renewal of CPRE membership**

Resolved – That the CPRE membership is renewed for £36.

The resolution was correctly proposed and seconded (Unanimous)

- iii) **Pear technology software update and support**

Resolved – That the Pear technology software update and support is renewed for £277.

The resolution was correctly proposed and seconded (Unanimous)

123/17 To note the internal auditors, report for the 2016/2017 accounts and agree any recommendations (agenda item 18).

The report was noted. There were no actions from the report.

124/17 To approve the Annual Governance Statement for 2016/17 (agenda item 19)

Resolved – To approve the Annual Governance Statement for 2016/17

The resolution was correctly proposed and seconded (Unanimous with abstention)

The Annual Governance Statement for 2016/17 was signed by the Chairman and the Clerk

125/17 To approve the Statement of Accounts for 2016/17 (agenda item 20)

Resolved – To approve the Statement of Accounts for 2016/17

The resolution was correctly proposed and seconded (Unanimous)

The Statement of Accounts for 2016/17 was signed by the Clerk and the Chairman

126/17 To note the training available and agree any attendance (agenda item 17)

- i) Town & Parish Council Workshop 11th May 2017 9.30 until noon New Council Chamber, Town Hall, Weston-Super-Mare.

The Clerk, Cllr Blatchford, Cllr Haden, Cllr Hale and Cllr Parry to attend.
- ii) A plain guide on planning for local councillors 10th June 2017 10am until 12:30. Emersons Green Village Hall £50.

Resolved – Cllr Haden to attend a plain guide on planning for local councillors

The resolution was correctly proposed and seconded (Unanimous)

127/17 To agree a programme of weed control (agenda item 21).

Resolved – To ask contractor B to complete an initial spray as soon as possible. The clerk to add to June's agenda to discuss spraying in other areas of the village.

The resolution was correctly proposed and seconded (Unanimous)

128/17 To discuss parking restrictions from the zebra crossing on West Street to and including outside Banwell News (agenda item 22)

The Clerk informed the council that North Somerset would support waiting restrictions in this area. That it would cost £3100 for the paperwork and £100 for the lines if they wanted the lines as soon as possible. However, the next review begins in 18 months and then the cost would be free.

Concerns were raised that no parking in West Street would mean that the flow of the traffic is not interrupted. Also, that residents would be unable to park in this area. A suggestion was that a loading bay could be created instead. Concerns were also raised about how this would be policed. It was felt that it was important to protect and support the local shops.

Resolved – Recommend an hours parking with no return within 2 hours in front of the two shops only.

The resolution was correctly proposed and seconded (9 in favour 1 against).

Resolved – To defer the decision to next month's meeting concerning whether to pay for it or to wait so that all highways expenditure can be considered at the same time.

The resolution was correctly proposed and seconded (Unanimous)

129/17 To consider the grant request from Banwell Football club for £558 to purchase junior goals (agenda item 23).

Resolved – To approve a contribution of 50% of the grant request from Banwell Football club which is £279.

The resolution was correctly proposed and seconded (Unanimous)

130/17 To agree the extension of the contract with Youthworkz to run the Youth Club from September 2017 to August 2018 (agenda item 24)

Resolved – To agree the extension of the contract with Youthworkz to run the Youth Club from September 2017 to August 2018 due to their satisfactory bimonthly appraisals.

The resolution was correctly proposed and seconded (Unanimous)

131/17 To agree a response to the LAIS Running Free consultation (agenda item 25)

Resolved – To agree the following response to the LAIS Running Free consultation; Banwell Parish Council feels that local councils should be left to make their own decision as to whether a charge should be made on a case by case basis especially as it must be recognised that some of the land will be under covenants / other restrictions. It is recognised that there is a cost to local councils and therefore they should be allowed to charge if necessary.

The resolution was correctly proposed and seconded (Unanimous)

132/17 To authorise bills for payment (Agenda item 26).

Resolved – That the accounts (as attached) be paid. Cllrs Blatchford and Davies will sign the cheques.

The resolution was correctly proposed and seconded (Unanimous)

133/17 To note the Parish Council's current net position (Agenda item 27)

The net position was noted.

134/17 To note and comment upon planning applications (Agenda item 28)

- i) **17/P/0828/F** Land at, Moor Road, Banwell - Change of use from agricultural land to a mixed use of agriculture and equestrian with the erection of a storage, stables and tack room building and the formation of an area of hardstanding.

Resolved – To recommend refusal of this planning application for the following reasons;

- Out of character in relation to the surrounding area.
- Proliferation of stables in this area.
- Loss of agricultural land in favour of equestrian.
- The addition of hard standing in a flood zone.
- It was felt that the track is not suitable for vehicles.

The resolution was correctly proposed and seconded (Unanimous with 1 abstention)

- ii) **17/P/0834/F** Woodleigh, Wolvershill Road, Banwell, BS29 6DG. Raising of roof and alterations to existing garage including external stairs to form ancillary accommodation.

Resolved – To recommend approval of this planning application.

The resolution was correctly proposed and seconded (Unanimous)

- iii) **17/P/0858/F** Walnut Tree Cottage, Wolvershill Road, Banwell, BS29 6DJ. Erection of 1no. detached dwelling and garage.

Cllr Parry gave a statement objecting to the proposal and then left the room.

Resolved – To recommend refusal of this planning application for the following reasons;

- Out of character in relation to the buildings either side.
- Outside the settlement boundary.
- Dangerous entry / access to the property.
- Drainage problems in this area.

The resolution was correctly proposed and seconded (8 in favour with 2 abstentions)

- iv) **17/P/0906/F** 8 Church Street, Banwell, BS29 6EA. Erection of a single storey lean-to extension to rear

Resolved – To recommend approval of the planning application to infill at the back but note the door is being moved on the frontage of the property within a conservation area which should be part of the application and isn't.

If North Somerset are minded to approve this application then materials used should be in keeping with the conservation area.

The resolution was correctly proposed and seconded (7 in favour with 3 abstentions)

- v) **17/P/0983/F** A Field of a track, leading of Moor Road, Banwell. Replacement of existing caravan with a temporary mobile home

Resolved – To recommend approval of this planning application with a condition that the mobile home does not become permanent.

The resolution was correctly proposed and seconded (5 in favour, 4 against)

135/17 To note planning decisions (agenda item 29)

- i) **16/P/2801/O** – Land to the rear of Banwell Garage, 20 Knightcott Road, Banwell, BS29 6HA Outline planning permission for the erection of 3no dwellings following the demolition of an existing outbuilding and garage. Access, appearance, layout and scale to be decided with landscaping reserved for subsequent approval. **WITHDRAWN**.
- ii) **17/P/0191/F** - The Longhouse, 25 East Street, Banwell, BS29 6BW. Conversion of garage to garden room and store. **GRANTED**
- iii) **17/P/0477/O** - The Willows, Haybow, Hewish, BS24 6RA. Outline application with all matters reserved for subsequent approval for the erection of 1no. dwelling. **REFUSED**
- iv) **17/P/0277/LUP**- Dimora, Wolvershill Road, Banwell, BS29 6DJ Certificate of lawfulness for the proposed loft conversion. **AGREED**
- v) **17/P/0569/ADV** – Myrtle Farm, Summer Lane, Banwell. BS29 6LP. Advertisement consent to erect 2no-illuminated pole signs. **GRANTED**

The decisions were noted.

136/17 The Council is recommended to resolve that members of the press and public be excluded from the meeting during consideration of the following agenda item by reason of the confidential nature of the items of business to be transacted, in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960. This exclusion would not include co-opted members of the Cemetery and Memorials Committee (agenda item 30)

Resolved – That the Council approves this exclusion.

The resolution was correctly proposed and seconded (Unanimous)

137/17 To receive an update regarding the distress to the Cemetery wall and agree any correspondence (agenda item 31)

The council were updated on the current situation regarding the cemetery wall.

138/17 Date of the next meeting (agenda item 32)

19th May 2017 – Annual Meeting of the Electors 7:30pm Banwell Village Hall
23rd May 2017 – Cemetery and Memorials Committee 7pm Banwell Cemetery
12th June 2017 – Parish Council Meeting

The Chairman closed the meeting at 10:00 pm.

.....Signed

.....Date

DRAFT

Bills for Payment - 10th April to the 5th May 2017
Banwell Parish Council

Chq No.	Payee	Details	Net Amount	VAT	Gross Amount	Minute agreed	Power
5145	E. Shayler	Clerk's May's Salary for payment on the 29th May	£1,247.66		£1,449.84		
5145	E. Shayler	Expenses (stationary)	£349.93	£70.00	£419.93		LGA 1972 S112
5146	HMRC	PAYE and NI for May	£296.82		£296.82		LGA 1972 S111
5147	Bin-It	Dog Bin Emptying	£352.73	£70.55	£423.28		LGA 1972 S112
5148	J K Gardening	Grass cutting @ Rec Ground, Riverside, Children's Centre, K'cott Bank	£283.50		£283.50		EPA 1990 S5 subsection 86 (13)
5148	J K Gardening	Grass cutting @ Banwell Cemetery	£162.50		£162.50		PHA 1875 s164
5148	J K Gardening	Village Orderly duties	£392.50		£392.50		LGA 1972 s214 (2) & (6)
5148	J K Gardening	Environmental Fee X 2	£80.00		£80.00		LGA 1972 S112
5149	Youthworkz	Youth Club staffing costs (£860 - £66 - £100 = £694) + Programme costs (£170.76)	£864.76		£864.76		LGA 1972 s214
5150	Berry, Redmond, Gordon & Penney	Professional Land Registry advice	£50.00	£10.00	£60.00		LG (MP) Act 1976 S19 (1e) & (1f)
5151	Soltech	2 x lap tops and 2 x microsoft 1st years licences	£738.00		£738.00	124/16	LGA 1972 S111
5152	SLCC	CilCa Potfolio fee	£250.00	£50.00	£300.00	36/17 (iii)	LGA 1972 S111
5153	CV Gower	Phase 2 of memorial replacements	£2,500		£2,500	EC 10/17	LGA 1972 S111
5154	Dan's Engineering Ltd	Steels	£5,625	£1,125	£6,750	224/16	LGA 1972 s214 (2) & (6)
5155	Pear Technology	Technical support & Software updates	£225.00	£45	£270.00	222/16	LGA 1972 s214 (2) & (6)
5156	North Somerset Council	1/3 payment for footpath furniture	£100.00		£100.00		LGA 1972 S111
5157	Keran Mellor	Fencing for recreation ground	£4,255.82	£851.16	£5,106.98	338/16	HA 1980, ss43, 50
5158	BPC Recreation Ground Trust	Transfer of funds to Recreation Ground Trust	£1,327.52		£1,327.52	39/17	PHA 1875 s164
5159	Phil Smith	Internal audit fee	£123.00		£123.00	102/17	PHA 1875 s164
5160	ALCA	Social Media training x 2	£40.00		£40.00	276/16	LGA 1972 S112
5161	CPRE	CPRE Membership	£36.00		£36.00	43/17 (vi) & 93/17	LGA 1972 S111
5162	Banwell Football Club	50% Contribution to goals	£279.00		£279.00	122/17 (ii)	LG (MP) Act 1976 S19 (3)
5163	Came and Company	Insurance renewal	£1,873.26	£224.79	£2,098.05	129/17	LG (MP) Act 1976 S19 (1b)
5164	Pear technology	Software update and support	£225.00	£45	£270.00	122/17 (i)	
DD	Nest	May pension contributions (DD 10.06.17)	£26.10		£26.10	122/17 (iii)	
DD	EON	Electricity Account (DD 22.05.17)	£206.83	£41.37	£248.20		LGA 1972 S112
DD	Mainstream	fraud, call charges (£5.40) & Line rental (£48.82) Caller display (£8.88) (DD 15.05.17)	£63.10	£12.62	£75.72		PCA 1957, S3 & HA 1980 S301
Totals			£21,974.03	£2,545.49	£24,721.70		LGA 1972 S111