



Banwell Parish Council

MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD AT 7:30pm ON MONDAY 9th JANUARY 2017 AT BANWELL VILLAGE HALL

PRESENT:	Councillors Jim Weston (Chairman), Paul Blatchford, Steve Davies, Angela Haden, Paul Harding and Michael Poole.
IN ATTENDANCE:	Mrs Liz Shayler (Locum Clerk).
WARD COUNCILLOR:	None
PRESS REPRESENTATIVE:	Brianna Millet
AVON & SOMERSET POLICE:	None
MEMBERS OF THE PUBLIC:	2

1/17 To receive apologies for absence (Agenda item 1)

Apologies were received from Parish Councillor; Jo Arnold, Paul Bateman and Phil Hale and District Councillor Ann Harley.

2/17 To receive members' declarations of interest on any agenda item. (Agenda item 2)

None were received.

3/17 To invite public participation (Agenda item 3)

i) Members of the public.

The following issues were raised:

- Dog mess around Church Street. The clerk was asked to contact the dog warden to see if anything could be done.

Community Beat Manager's report.

No Police staff were present a report had not been received for this period.

ii) Ward Councillor's report.

No ward councillor was present and no report has been received.

4/17 To approve as a correct record the minutes of the meeting of the Parish Council held on 12th December 2016 (Agenda item 4)

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

The resolution was correctly proposed and seconded (Unanimous, 1 abstention due to absence at the last meeting).

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

5/17 To note the Youth Club Management Committee meeting from the 15th December 2016 (Agenda item 5)

The minutes were noted

6/17 To discuss the plans from the Children's Centre concerning the proposed outdoor area (Agenda item 6)

Standing orders were suspended to allow Jenie Eastman from North Somerset Children's Centre Manager to speak. She outlined the rough plan that Sam Streeter Banwell, Winscombe Children's centre Leader envisioned. She emphasised the desire for the Children's centre and Youth club to work together on this and other projects.

Standing orders were reinstated.

Resolved – To agree to allow the Children's centre in conjunction with the Youth Club and the Parish Council to develop the outside area.

The resolution was correctly proposed and seconded (unanimous).

7/17 To receive the Clerk's report/Exchange of information: (Agenda item 7)

- (i) **Portable Vehicle Activated Signs Rollout** - The Clerk informed the council that due to the size of the poles and the fact that any suitably positioned poles were either telegraph / electricity poles (which were unable to be used for the vehicle activated sign) then it had been difficult to find a variety of locations. The clerk had spoken to North Somerset who had provided smaller bands which enabled the vehicle activated sign to now be positioned at the top of Castle Hill. The Chairman informed the council that he hoped to use an additional pole to make the sign taller in East Street so the vehicle activated sign could be positioned here.
- (ii) **Lights in Church Street** - The Clerk informed the council that the street lights in Church Street were North Somerset's who had a policy of switching the lights off late at night in built up areas but leaving them on in more rural locations hence the discrepancy brought up by Cllr Davies. The lights in the Cemetery have now been fixed, with apologies from SSE for the delay due to a new member of staff finding their feet. The one in the graveyard will be added to the Parish list.
- (iii) **Section 106 requests** - The Clerk informed the council that two applications had been made for section 106 contributions as requested at the last meeting. The chances were slim as it would be difficult to prove a direct link with the applications and the traffic in Banwell.
- (iv) **Banwell in Bloom complaint** - A complaint has been received from Banwell in Bloom concerning the areas around the planters. The Clerk had written back outlining the council's position and was waiting for a reply. The Clerk said she would write to the waterboard on behalf of Banwell in Bloom asking them to tidy the area around the cart wash. It was hoped that with Cllr Arnold as the representative on Banwell in Bloom that there would be better communication.
- (v) **Annual inspections** – The clerk mentioned that annual inspections for dog bins, grit bins, benches and memorials are outstanding. Cllr Harding offered to do the dog bin inspection. Cllr Weston offered to do the grit bin inspections and Cllr Blatchford and Cllr Haden jointly offered to do the Memorials and bench inspection.
- (vi) **Recreation ground fencing tender** - The Chairman informed the council that he had spoken to the fencing contractor, who had completed the first part of the recreation ground fence, to see if they were prepared to hold their price. He informed the chairman that he would double check on the price of steel and galvanising and get back to the council within the next month.

8/17 To review and approve the following documents; (Agenda item 8)

(i) Dignity at Work / Antbullying and harassment Policy

Resolved – To approve the Dignity at Work / Antbullying and harassment Policy.

The resolution was correctly proposed and seconded (unanimous).

(ii) Equal Opportunities Policy

Resolved – To approve the Equal Opportunities Policy.

The resolution was correctly proposed and seconded (unanimous).

(iii) Grant awarding policy

Resolved – To approve the Grant awarding Policy.

The resolution was correctly proposed and seconded (unanimous).

9/17 To approve the following items of expenditure: - (Agenda item 9)

(i) The price of repointing and associated works to the wall adjacent to the war memorial and the Jubilee Pump.

Resolved – To defer until next month.

The resolution was correctly proposed and seconded (unanimous).

10/17 To discuss and agree the following suggested Highways working group expenditure from reserves: - (Agenda item 10)

(i) Up to £100 for a no parking sign for Littlefields Road turning circle

Resolved – To purchase a no parking sign for Littlefields Road turning circle for approximately £80 and for the clerk to contact local signage makers to get a price.

The resolution was correctly proposed and seconded (unanimous).

(ii) £10,528 for the implementation of a 20MPH zone throughout Westfield Road. (attached page 24 & 25)

Resolved – That this item be deferred until all expenditure in relation to the cemetery wall is accounted for.

The resolution was correctly proposed and seconded (unanimous).

(iii) Approximately £610 for additional weight limit signage for Summer Lane.

Resolved – That this item be deferred until all expenditure in relation to the cemetery wall is accounted for.

The resolution was correctly proposed and seconded (unanimous).

(iv) Approximately £640 for speed tests for the narrows and Church Street with the idea of introducing a 20MPH zone.

Resolved – That this item be deferred until all expenditure in relation to the cemetery wall is accounted for.

The resolution was correctly proposed and seconded (unanimous).

11/17 To note the training available for councillors and agree any attendance. (Agenda item 11)

Resolved – That Cllr Haden attend the ‘Being a good councillor’ at Timsbury for the price of £60. Clerk to email other councillors concerning the ‘At your place training’ in Locking.

The resolution was correctly proposed and seconded (unanimous).

12/17 To agree a new website provider (Agenda item 12)

Resolved – To agree to defer this until the new financial year.

The resolution was correctly proposed and seconded (unanimous).

13/17 To note the annual play inspection and to consider the ‘low risk’ items (Agenda item 13)

The chairman informed the council that he had completed all the associated works mentioned on the Riverside risk assessment; greasing the hinges, adjusting the gate, cutting off the bolt heads and filing them down, removing the hard and sharp projections on the timber.

Cllr Harding noted the lack of grass under the nest swing and the slide on the recreation ground. The clerk will investigate the implications of this. The surface under the swings at Riverside also needs to be monitored.

14/17 To agree a response to the consultation on ‘Connecting Town Halls: Consultation on allowing joint committees and combined authorities to hold meetings by video conferencing’ (Agenda item 14).

Resolved – That we agree to support video conferencing but that this should be voluntary.

The resolution was correctly proposed and seconded (unanimous).

15/17 To agree to approach the co-operative in Banwell for a funding request towards the cost of a defibrillator located on their wall. (Agenda item 15)

Resolved – To approach the co-operative in Banwell for a funding request towards the cost of a defibrillator located on their wall.

The resolution was correctly proposed and seconded (unanimous)

16/17 To agree to pay for the continued insertion of an ad in the classified section of the Parish Magazine. (Agenda item 16)

Resolved – To continue with the insertion of an ad in the classified section of the Parish Magazine.

The resolution was correctly proposed and seconded (unanimous).

17/17 To authorise bills for payment (Agenda item 17)

Resolved – To authorise bills for payment. Cllrs Blatchford and Cllr Davies will sign the cheques.

The resolution was correctly proposed and seconded (unanimous).

18/17 To note the Parish Council's current net position (Agenda item 18)

The net position was noted

19/17 To agree the 2017/2018 budget and associated precept figure. (Agenda item 19)

The clerk informed the Council that this year a budget of £101,626 was being recommended which was a precept requirement of £87,791. This increase was due to the reduction of North Somerset's Council Tax support Grant, the Parish Council taking on the school crossing patrol, the anticipated purchase of a vehicle activated sign and match funding for the computers for Youth Club. It was an increase of 8.91% which equated to £4.15 a year or approximately 8p a week for a band D property.

Resolved – That the 2017/2018 budget and precept figure be approved.

The resolution was correctly proposed and seconded (unanimous).

20/17 To note and comment upon planning applications. (Agenda item 20)

- i) **16/P/2795/O** – Broadleaze Farm 85 Sandford Road Winscombe BS25 1JJ. Outline application with details of access and layout for the erection of up to 80 Units of residential accommodation and associated infrastructure. All other matters of appearance, landscaping and scale are reserved for subsequent approval.

Resolved – To recommend refusal of this application based on the impact of traffic on Banwell

If North Somerset are minded to approve.

- Recommend conditions that ensure that construction traffic does not go through Banwell.
- Request 106 money for speed activated signs along East Street/ Castle Hill
- Concern was also noted about the accumulation effect of the associated traffic that this development amongst others will cause on Banwell.

The resolution was correctly proposed and seconded (unanimous).

- ii) **16/P/2869/LDE** Land at Willow Cottage, Bristol Road, Hewish, Banwell, BS24 6RD. Application for certificate of lawfulness for existing development for the siting of a static caravan for residential use.

The Council **noted** this application

- iii) **16/P/2873/F** Agricultural Barn, Catworthy Lane, Banwell. Conversion of existing barn to 2no. dwellings (C3 use) including alterations consisting of the insertion of windows and doors, setting back of east elevation wall and formation of veranda on ground floor and balcony on first floor and replacement walling and roofing materials and insertion of rooflights. Change of use of small area of land to north of barn to from a separate access off Catworthy Lane and parking area following removal of polytunnel.

Resolved – To recommend approval

The resolution was correctly proposed and seconded (unanimous).

- iv) **16/P/2938/F** Land at Yarborough Cottage, Banwell Road, Banwell, BS29 6ND. Construction of a timber stable block, all-weather riding arena, mobile field shelter and change of use of agricultural land to equestrian use.

Resolved – To recommend approval

The resolution was correctly proposed and seconded (unanimous).

- v) **16/P/2961/LDE** Jasmine Cottage, Bristol Road, Hewish, Banwell, BS24 6RD. Application for a certificate of lawfulness for the existing use as a separate residential dwelling

The Council **noted** this application

- vi) **16/P/2993/F** - Chesterfield Close, Banwell, BS29 6HJ. Erection of a detached garage following the demolition of the existing.

Resolved – To recommend approval

The resolution was correctly proposed and seconded (unanimous).

- vii) **16/P/3008/F**- Summer Lane Caravan Park, Summer Lane, Banwell, Weston super Mare, North Somerset, BS29 6JA. Replacement of equipment store

Resolved – To recommend approval

The resolution was correctly proposed and seconded (unanimous).

21/17 To note planning decisions (Agenda item 21)

- i) **15/P/2423/O** - Rayners, Wolvershill Road, Banwell, BS29 6DG Outline Planning Application for the erection of a detached two storeys dwelling with access from The Paddock. All matters reserved for subsequent approval. **GRANTED**
- ii) **16/P/2734/WT** - 27 West Street, Banwell. BS29 6DB - T1 holly - reduce by 1m; T2 Leyland cypress - reduce by 1m; T3 ash - reduce lowest branch over neighbouring property back to boundary; G1 Leyland cypress - remove all branches to rear of trees. **GRANTED**
- iii) **16/2495/P** - The Field, Summer Lane, Banwell. Change of use of field from agricultural to equestrian, the erection of a 3no. stable block with tack room and hay store with exercise yard surrounding the stables. Construction of a 3m high soil bund to divide the field and surround the stables. Stone access track with gate set 4m back from the road. **GRANTED**

22/17 Date of the next meeting (Agenda item 22)

24th January 2017 at 7pm – Cemetery and Memorials Committee Meeting
13th February 2017 at 7:30pm – Parish Council Meeting

The Chairman closed the meeting at 8.40 p.m. and thanked everyone for attending.

.....Chairman

.....Date



Banwell Parish Council
Approved Budget 2017/18

Department	Approved Budget 2015-2016	Approved Budget 2016 - 2017	Spend 1 April - 31 December 2016	Anticipated Spend 2016 - 2017	Budget 2017 - 2018
	£			£	£
Cemetery & Memorials					
Grass cutting	1,950	1,950	1,218	1,950	1,950
Paths and trees	250	250	0	250	250
Garden maintenance	100	100	0	100	100
Making up graves	100	100	40	80	100
Cemterery / Memorial safety work co	10,000	10,000	2,447	10,000	10,000
Village memorials maintenance	600	600	40	605	600
TOTAL	£13,000	£13,000	£3,744	£12,985	£13,000
Enviroment					
Hedge cutting	400	400	110	150	400
Fence and Tree Work	1,100	1,100	860	1,100	1,100
Village Orderly	4,710	4,710	2,868	4,710	4,710
Dog Bins	3,000	4,000	2,546	4,122	4,140
Grass Cutting	3,402	3,402	1,985	3,402	3,402
Xmas Tree and Decorations	300	300	0	100	300
Seats	100	100	0	50	100
Working Parties	500	500	0	60	100
Footpaths and Bridleways	1,000	1,000	300	680	1,000
General repairs inc defib	1,200	1,500	372	450	1,500
Grit Bins	150	150	0	0	150
Contingency for environemental proj	0	7,149	6,451	7,149	7,149
Rec Ground / Riverside Maintenance	1,500	1,500	0	207	1,500
					0
TOTAL	£16,162	£17,162	£15,491	£21,973	£25,551
Clerk and Administration					
Salary & NI	22,000	22,660	12,010	22,634	18,000
Clerk's Pension provision (4% of sala	0	906	0	150	906
Phone/Internet	750	750	366.57	879.18	800
Office Rental	2,600	2,720	1,356	2,730	2,860
Office equipment & stationery	1,000	2500	3,885	4,000	2,500
Room hire	400	300	135	300	300
Advertising	200	200	84	150	200
Insurance	2,500	2,200	2,011	2,011	2,100
Subscriptions (AONB/CPRE)	150	150	71	71	100
Election Charges	0	0	0	300	0
Audit fees	600	500	519	519	519
Legal costs	500	500	70	100	500
Grants and Donations	1,400	1,400	3,036	3,036	1,400
Clerk and Councillor Training	750	1,000	138	600	1,000
SLCC Membership	175	180		157	160
ALCA Membership	540	540	483.87	483.87	500
Website / software	1,150	1,000	540	1,540	1,000
Risk Assessments	200	200	0	70	100
Play equipment inspections	250	280	0	240	280
Chairman's Allowance	50	50	0	-	50
School Crossing	0	0	0	0	3,400
TOTAL	£35,215	£38,036	£24,705	£39,971	£36,675
Street Lights					
Power	2,400	2,400	1,208	2,394	2,400
Maintenance	2,180	2,180	1,419	2,838	3,000
Upgrades	1,000	1,000	0	0	1,000
6 yearly inspection @£16 per light	0	1,104	0	1,104	0
TOTAL	£5,580	£6,684	£2,627	£5,232	£6,400
Highways					
Vehicle Activated Speed Sign	£0	£0	£0	£0	£3,000
Higways relaed projects	£0	£0	£0	£0	£1,000
TOTAL	£0	£0	£0	£0	£4,000



Banwell Parish Council
Approved Budget 2017/18

Youth Club					
Youth Club staffing - 3 days	15,000	12,000	4,391	9,431	11,520
Youth Club programme costs	0	0	1,239	2,046	2,880
Computers - match funded	0	0	0	0	1,000
Extraordinary activities including Residential	0	0	650	650	600
Subs	0	0	0	0	-960
TOTAL	£15,000	£12,000	£6,280	£12,127	£16,000
TOTAL EXPENDITURE	£85,743	£94,031	£52,847	£92,288	£101,626
INCOME					
Village Orderly Grant	436	436	0	436	436
Children's Centre Rent	2,500	2,500	2,500	2,500	2,500
Misc income	1,250	50	725	750	50
Council Tax Support Grant	6,828	6,245	6,245	6,245	3,700
Solar panel grant	0	7149	7149	7149	7149
INCOME	£11,014	£16,380	£16,619	£17,080	£13,835
PRECEPT	£74,729	£77,651	£36,228	£75,208	£87,791
GENERAL RESERVES (ESTIMATED AT 31.03.17)					£72,000
CEMETERY EXTENSION RESERVE ON 09.11.16					£75,083
CEMETERY EXTENSION RESERVE (ESTIMATED AT 31.04.17)					£76,000

Bills for Payment - 8th December to the 4th January 2016**Banwell Parish Council**

<u>Chq No.</u>	<u>Payee</u>	<u>Details</u>	<u>Net Amount</u>	<u>VAT</u>	<u>Gross Amount</u>
5087	E. Shayler	Locum Clerk's January Salary for payment on the 30th January	£1,162.02		£1,435.46
5087	E. Shayler	Expenses (postage, mincepies, mulled wine, labels). Total £1229.53	£64.25	£3.26	£67.51
5088	HMRC	PAYE and NI for December	£366.61		£366.61
5089	Bin-It	Dog Bin Emptying	£344.93	£68.99	£413.92
5090	J K Gardening	Grass cutting @ Rec Ground, Riverside, Children's Centre, K'cott Bank	£283.50		£283.50
5090	J K Gardening	Grass cutting @ Banwell Cemetery	£162.50		£162.50
5090	J K Gardening	Village Orderly duties	£392.50		£392.50
5090	J K Gardening	Making up Graves In total £898.50	£60.00		£60.00
5091	Youthworkz	Youth Club staffing costs (£685 - £56) + Programme costs (£155.76)	£784.76		£784.76
5092	SLCC	SLCC membership	£157.00		£157.00
5093	SEE Lighting	Lighting maintenance 3rd quarter 2016/2017	£363.09	£72.62	£435.71
5094	Jenkins & Potter	Interim Fee Account	£2,096.93	£419.39	£2,516.32
5095	Village Hall	Hire of Office (£682.50) Hire of small Hall (£45)	£727.50		£727.50
	Parish News	Classified advert	£36		£36
DD	Nest December	December pension contibutions (10.01.17)	£26.16		£26.16
DD	EON	Electricity Account	£195.93		£235.12
DD	Mainstream	Broadband 3rd quarter	£45.00	£9.00	£54.00
DD	Mainstream	Broadband and telephone (fraud & call charges) 16.01.17 Total £57.42	£2.85	£0.57	£3.42
		Totals	£7,271.53	£573.83	£8,157.99