



MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD REMOTELY AT 7:30pm ON MONDAY 19th OCTOBER 2020

PRESENT: Councillors: Paul Harding (Chairman), Phil Baird (Vice-Chairman), Karen Bennett, Paul Blatchford, Steve Davies, Maggie McCarthy & Paul Philcox.

IN ATTENDANCE: Mrs Liz Shayler (Clerk)

WARD COUNCILLOR: None

AVON & SOMERSET POLICE: None

MEMBERS OF THE PUBLIC: 3

Cllr Paul Harding, opened the meeting by welcoming everybody

Before the meeting was reconvened Members of the public were invited to speak.

Members of the public

Several members of the public spoke in relation to the current situation concerning pedestrian safety travelling to and from the school. The School have closed the Littlefields and High Street entrances as they were unable to make them covid compliant which has pushed all parents and children to access the school via the main entrance on West Street. Particular concern was raised about the section of pavement between Westfield Road and the Littlefields Path as parents walk to and from the Village Hall car park. The following suggestions were raised.

- Additional signage
- Flashing school signs
- Road markings
- Barriers
- Lollipop Person

The Clerk is working with the school and North Somerset to try and alleviate the current issue and will discuss the suggestions raised at a meeting with them later in the week.

Community Beat Manager's report

No report has been received.

Ward Councillor's report

No Ward Councillor was present and no report has been received.

The meeting was convened

181/20 To receive apologies for absence (agenda item 1)

Apologies were received from Cllr Adams and Wormald

182/20 To receive members' declarations of interest on any agenda item (agenda item 2)

No declarations of interest were received.

183/20 To approve as a correct record, the minutes of the Parish Council Meeting on the 21st September 2020 (agenda item 3)

Resolved – That the minutes of the Parish Council Meeting held on the 21st September 2020 be approved as a correct record.

The resolution was correctly proposed and seconded (unanimous)

The minutes of the meetings will be signed by the Chairman as a correct record.

184/20 To note the minutes of the following Committees (agenda item 4)

(i) Employment Committee held on the 28th September 2020

The minutes of the Youth & Community Committee Meeting on the 28th September 2020 were noted.

(ii) Planning Committee held on 5th October 2020

The minutes of the Planning Committee Meeting on the 5th October 2020 were noted.

185/20 To agree the co-option of Cllr Philcox to the Planning Committee

Resolved – To agree the co-option of Cllr Philcox to the Planning Committee.

The resolution was correctly proposed and seconded (unanimous)

186/20 To move agenda item 11 ‘To discuss a request from to reinstate a Lollypop person’ forward

Resolved – To move agenda item 11.

The resolution was correctly proposed and seconded (unanimous)

187/20 To discuss and agree a way forward in relation to a request from parents with children who attend Banwell School to reinstate a Lollypop person at a cost of £3445 excluding uniform & pole (agenda item 11)

Resolved – That the Parish Council agree to fund a Lollypop person but as an interim measure the Clerk to organise a risk assessment and high viz jackets to allow volunteers to be covered under the Parish Council insurance.

The resolution was correctly proposed and seconded (unanimous)

188/20 To receive the Clerk’s report/Exchange of information (agenda item 6)

(i) Youth & Community Centre Car Park

The area at the entrance of the YCC has now been cleared. Unfortunately, for health & safety reasons the Buddleia had to be cut back. Once the brambles and Ivy were cleared it was realised that the Buddleia had sprouted from a tree which had fallen over. There was a real concern that the branches without the brambles supporting them would be in danger of snapping.

The works in the car park being undertaken by Wessex Water, to alleviate the pressure on the mains, should be finished this week. The electricity pole is due to be moved at the beginning of November.

(ii) Precept

The 2nd tranche of the precept has been received from North Somerset

(iii) Recruitment of a new Officer

The employment committee decided to change the focus of the new officer from general administration to communications, marketing and grant funding. It was hoped that the Parish Council would be able to find someone who can plug the current gaps whilst alleviating the pressure on the Clerk.

(iv) **Foodbank**

The food bank resources are going to be used to put together a half term food parcel for families receiving free school meals. This will be packaged up and given out the week beginning the 19th October.

(v) **Dropped Kerbs**

The dropped kerbs which the Parish Council had been campaigning for and funded by the Co-Southern Cooperative's grant, have finally been put in.

189/20 To note the training and events available and agree any attendance (agenda item 8)

(i) **21st October 1 - 2pm SLCC Employment Basics. £30**

Resolved – To agree the cost of £30 for the attendance of the Clerk

The resolution was correctly proposed and seconded (unanimous)

(ii) **28th October 11:30 – 12:30 NALC The future of health challenges post COVID-19 £30**

No one to attend this session

(iii) **29th October 11:30 – 12:30 NALC Collaboration for health and wellbeing £30**

Resolved – To agree the cost of £30 for the attendance of the Cllr Bennett

The resolution was correctly proposed and seconded (unanimous)

(iv) **30th October 11:30 – 12:30 NALC Local councils and hidden disabilities £30**

No one to attend this session

(v) **30th October 11:30 – 12:30 NALC Supporting mental health in your community £30**

No one to attend this session

(vi) **17th November 2 – 3pm NALC Frome — Youth First £30**

Resolved – To agree the cost of £30 for the attendance of the Cllr Bennett

The resolution was correctly proposed and seconded (unanimous)

(vii) **24th November 2 - 3pm SLCC Cyber Security £30/ £35**

No one to attend this session

(viii) **2nd & 3rd December 9:15am – 12:30pm ICCM Cemetery Legal Compliance £165**

No one to attend this session

The Clerk reported that ALCA had recently advertised 2 additional courses

(ix) **11th November 6 – 9pm Essential Councillor Course £60**

Resolved – To agree the cost of £60 for the attendance of the Cllr Philcox

The resolution was correctly proposed and seconded (unanimous)

(x) 23rd November 6:30 – 8:30pm Planning in Plain English £40

Resolved – To agree the cost of £40 for the attendance of the Cllr Philcox

The resolution was correctly proposed and seconded (unanimous)

190/20 To authorise the following expenditure (agenda item 9)

(i) £120 for the removal of the 2nd dying elm tree in the Recreation Ground.

Resolved – To agree the cost of £120 for the removal of the dying elm tree on the Recreation ground.

The resolution was correctly proposed and seconded (unanimous)

(ii) Donation for the purchase of Remembrance Day Wreaths using Section 137

Resolved – To agree a donation of £60 to the Poppy Appeal for the Remembrance Day Wreath.

The resolution was correctly proposed and seconded (unanimous)

(iii) £44.05 for the annual fire extinguisher survey

Resolved – To agree the cost of £44.05 for the annual fire extinguisher survey.

The resolution was correctly proposed and seconded (unanimous)

(iv) £250 for the annual tree survey

Resolved – To agree the cost of £250 for the annual tree survey by Atworth Arboriculture

The resolution was correctly proposed and seconded (unanimous)

(v) £7,675 for the replacement of the last 17 obsolete streetlights as per highways streetlight budget 20/21

Resolved – To agree the cost of £7675 for the replacement, with LED, of the last 17 obsolete streetlights.

The resolution was correctly proposed and seconded (unanimous)

(vi) £120 for the annual Christmas Tree sourced from Banwell Garden Centre and located in the school the weekend beginning the 5th /6th December.

Resolved – To agree the cost of £120 for the annual Christmas Tree.

The resolution was correctly proposed and seconded (unanimous)

191/20 To agree the cost of £44 for one off event insurance for a Covid compliant Halloween trail (agenda item 7)

Resolved – To agree the cost of £44 for the one-off event insurance

The resolution was correctly proposed and seconded (unanimous)

192/20 To agree the cost of £100 for the annual subscription and a £50 setup fee for access to the Compliant Council Hub from 01/11/2020

Resolved – To agree the cost of £100 for the annual subscription and a £50 setup fee for access to the Compliant Council Hub from 01/11/2020

The resolution was correctly proposed and seconded (unanimous)

193/20 To discuss and agree a way forward in relation to digitalising the Parish Council Logo to enable it to be used across various platforms (agenda item 12)

Resolved – That this be deferred until after the hiring of the new Communications, Marketing and Grant Funding Officer.

The resolution was correctly proposed and seconded (unanimous)

194/20 To discuss moving the current cemetery mapping system from Pear Technology to Scribe (agenda item 13)

Resolved – To agree to move the current cemetery mapping system from Pear Technology to Scribe.

The resolution was correctly proposed and seconded (unanimous)

195/20 To discuss who will undertake the following annual inspections (agenda item 13);

- (i) Benches Cllr Baird
- (ii) Dog bins Cllr Harding
- (iii) Flagpole Cllr Blatchford
- (iv) Grit bins Cllr Philcox
- (v) Litter bins Cllr Manley
- (vi) Memorial Stones Cllr Blatchford
- (vii) Bus Shelter Cllr Manley

Resolved – To agree that the Councillors above will undertake the annual inspections specified.

The resolution was correctly proposed and seconded (unanimous)

196/20 To discuss and agree a way forward in relation to the offer of 25 Carnival Games (pages 33 – 36)

Each of the 25 carnival games were discussed in turn. There was appreciation for the amount of work Mr Shipton had put into making a lot of the games. Unfortunately, due to lack of space it was felt that the Parish Council would only be able to store a few of them.

Resolved – That the Parish Council agree to find a home for the darts, table skittles, noughts & crosses, stick or drum twist, giant cards, village stocks, buzzer game, connect 4 & shove half penny depending on their maintenance needs.

The resolution was correctly proposed and seconded (unanimous)

197/20 To discuss the movement of the Window Wanderland event from December to March.

The Clerk updated the Council that the Church has decided on its own window display over Christmas and in the light of that the Council discussed moving Window Wonderland to March or beyond.

Resolved – To move the Window Wanderland from December to March 2021 with this being reviewed at the beginning of January.

The resolution was correctly proposed and seconded (unanimous)

198/20 To authorise bills for payment (agenda item 15)

Resolved: To authorise October's Bills for Payment of £7,495.68 Cllr Harding and Cllr Baird to authorise the BACs payments.

The resolution was correctly proposed and seconded (unanimous)

199/20 To note the Parish Council's end of September, bank balances and bank reconciliation (agenda item 16)

The Parish Council's end of September's bank balances and bank reconciliation were noted.

200/20 Dates of the next meetings – (agenda item 17)

- 2nd November 2020 7pm Planning Committee remotely <https://us04web.zoom.us/j/279564797>
- 2nd November 2020 7:30pm YCC Committee remotely <https://us02web.zoom.us/j/86909958879>
- 16th November 2020 – 7:30pm Parish Council Meeting <https://us02web.zoom.us/j/308292669>

The Chairman closed the meeting at 21:00

.....Chairman

.....Date

Bills for Payment - 21st September to the 15th October 2020
Banwell Parish Council

Method	Payee	Details	Net Amount	VAT	Gross Amount		Minute agreed	Power
Already Paid								
BACS	Wellers Hedleys	Scout Hut Lease	£600	£120	£720		252/19	The Parish Council have resolved to use the General Power of Competence as of the 20th May 2019
DD	Mainstream	Phone and Broadband (DD 14.10.20)	£111.86	£22.37	£134.23		093/20	
DD	E-ON	Streetlight Power (DD 16.10.20)	£150.41	£7.52	£157.93		093/20	
DD	E-ON	YCC power (19.11.20)	£6.35	£0.34	£6.69		093/20	
To Pay								
BACS	J K Gardening	Grass cutting @ Rec Ground & Knightcott Bank	£141.75		£141.75			
BACS	J K Gardening	Grass cutting @ Riverside	£70.87		£70.87			
BACS	J K Gardening	Grass cutting @ YCC	£70.88		£70.88			
BACS	J K Gardening	Grass cutting @ Banwell Cemetery	£162.50		£162.50			
BACS	J K Gardening	Village orderly	£392.50		£392.50			
BACS	J K Gardening	Additional Grass Cutting (High Street, Knigcott, Summer Lane, Wolverhill Pk, Castle	£165.00		£165.00		135/19 & 157/19	
BACS	J K Gardening	Grass strimming around tubs	£30.00		£30.00		149/17	
BACS	FOS UK	Dog Bin emptying	£339.00		£339.00		177/19	
BACS	Insight Cleaning	YCC Cleaning	£194.00		£194.00		39/19	
BACS	Weston Rail Services	Quarterly Charge	£875.00	£175.00	£1,050.00		243/18	
BACS	SLCC	Clerk Training	£60.00	£12.00	£72.00		Employment appraisal	
BACS	Complete Weed Contr	2nd spray	£364.00	£72.80	£436.80		136/20 (i & ii) 157/20	
BACS	Tempest	ID badges x 3	£12.60	£2.52	£15.12		Covid-19	
BACS	North Somerset	Job advert	£50.00	£10.00	£60.00		Employment	
BACS	E. Shayler	Overtime & Expenses (zoom, ink, lock, microsoft licence x 2, Window Wanderland registration)	£711.84	£35.66	£747.50		176/20	
SO	E. Shayler	Clerk's Salary (SO 26.09.20)	£1,604.57		£1,604.57		093/20	
DD	Nest	Pension contibutions (DD 26.08.20)	£154.02		£154.02		093/20	
DD	North Somerset	Waste Collection (01.11.20)	£11.32		£11.32		093/20	
DD	North Somerset	Cathedral Hire (05.11.20)	£129.99	£26.00	£155.99		093/20	
BACS	HMRC	PAYE and NI for Sept (12.09.20)	£603.01		£603.01		093/20	
		Totals	£7,011.47	£484.21	£7,495.68			