



## MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD AT THE YOUTH & COMMUNITY CENTRE 2021 AT 7:30pm ON MONDAY 21<sup>st</sup> MARCH 2022

**PRESENT:** Councillors: Paul Blatchford (Chairman), Steve Davies, Kevin Gibbons, Paul Harding, Lizzie Ingram, Nick Manley, Maggie McCarthy and Matthew Thomson.

**IN ATTENDANCE:** Mrs Liz Shayler (Clerk)  
**WARD COUNCILLOR:** None  
**AVON & SOMERSET POLICE:** None  
**MEMBERS OF THE PUBLIC:** None

**Before the meeting was convened, the Chairman announced the resignation of Cllr Baird. He was thanked for his commitment to the Parish Council for the last few years.**

**Members of the public were then invited to speak.**

### **Members of the public**

No members of the public were present

### **Community Beat Manager's report**

The following report was received for the period 20/02/2022 to 19/03/2022.

Calls from Parish = 23 with the following selection of crimes reported: 5 abandoned 999 calls, 1 antisocial behaviour, 1 concern for welfare, 1 criminal damage, 4 suspicious activity, 2 theft, 2 theft of a vehicle and 4 traffic related.

The beat team were pleased to see so many people at the "Banwell coffee and chat group" this month and are looking forward to attending regularly now that Covid restrictions are lifting. The local Neighbourhood police team can be contacted via 101, or check out their social media sites, Facebook "Weston & Worle police" or Twitter "ASPNorthSomerset".

### **Ward Councillor's report**

No Ward Councillor was present, and no report had been received.

### **The meeting was convened.**

#### **032/22 To receive apologies for absence (agenda item 1)**

Apologies were received from Cllrs Phil Adams, and the Communications Officer who were listening online.

#### **033/22 To receive members' declarations of interest on any agenda item (agenda item 2)**

No declarations of interest were received.

#### **034/22 To approve as a correct record, the minutes of the Parish Council Meeting on the 21st of February 2021 (agenda item 3)**

**Resolved** – That the minutes of the Parish Council Meeting held on the 21<sup>st</sup> of February be approved as a correct record of the meeting.

**The resolution was correctly proposed and seconded (unanimous)**

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

**035/22 To note the following minutes (agenda item 4)**

- i) **Planning Committee minutes from the 7<sup>th</sup> of March 2022**  
The minutes were noted.
- ii) **Youth & Community Centre Committee minutes from the 7<sup>th</sup> of March 2022**  
The minutes were noted.
- iii) **Employment Committee minutes from the 7<sup>th</sup> of March 2022**  
The minutes were noted.

**036/22 To confirm the recommendation from the Employment Committee to the increase of spinal point for the Clerk from 30 to 31 and the Communications Officer from 10 to 11 and the nationally advised pay increase to spinal points backdated to the 1<sup>st</sup> of April 2021 (agenda item 5)**

**Resolved** – To confirm the recommendation from the Employment Committee to the increase of spinal point for the Clerk from 30 to 31 and the Communications Officer from 10 to 11 and the nationally advised pay increase to spinal points backdated to the 1<sup>st</sup> of April 2021.

**The resolution was correctly proposed and seconded (unanimous)**

**037/22 To note the training and events available and agree any attendance (agenda item 6)**

- i) **ALCA e-learning on nimble**  
The training was noted.
- ii) **Communications Training via ALCA**  
The training was noted.
- iii) **Finance Training via ALCA**  
The training was noted.
- iv) **'Scribe' Finance Training via ALCA**  
The training was noted.

- v) **28<sup>th</sup> April 6:30pm ALCA Planning in Plain English £40**

**Resolved** –To approve the attendance of Cllr Gibbons for £40.

The resolution was correctly proposed and seconded (unanimous)

- vi) **14<sup>th</sup> July 9:15am – 12 ICCM Establishing & Managing Gardens of Remembrance £80**

**Resolved** –To approve the attendance of the Clerk for £80.

**The resolution was correctly proposed and seconded (unanimous)**

**038/22 To receive the Officer report/Exchange of information (agenda item 7)**

- i) **Councillor Profiles and videos on the website**  
The Communications Officer intends on doing another 'Get to Know Your Council' in May 2022 to fill any vacancies. As part of this and the Quality Council award we need to ensure the website is up to date with a photograph and blurb about every councillor.

She would also like to work with those Councillors who do not currently have a video so that everyone has one.

ii) **Wi-Fi & Livestreaming meetings.**

Unfortunately, the ethernet cable is not due to be installed until the end of April. As such the Parish Council meetings will continue to be administered by the Communications Officer at home and the Committee meetings by the Clerk from home.

iii) **Community Food Project Grant and Social Prescribing Community Grant**

North Somerset have approved both applications totalling £6070 which will be used for Youth Club to fund 2 sets of 6 weeks of cookery lessons, a residential weekend & five 4 hr sessions of activities during the summer holidays.

iv) **Banwell Bypass Information Event**

The Bypass Information Event is now underway until April 22<sup>nd</sup>. There are three more opportunities to speak to the Bypass Team and we currently have access to the information boards shown at the information event.

v) **Local Plan Update**

The Local Plan Consultation is now underway until April 28<sup>th</sup>. The face-to-face question & answer session organised for April has now been cancelled due to attendance at the Bypass Event.

**039/22 To the increase in cost for the dog bin contract and agree a way forward (agenda item 8).**

The Clerk informed the meeting that due to a significant increase in costs, the dog bin contractor has increased to the cost of collections. From £5200 to £5382. This is an annual increase of £182 at approximately £5.17 (previously £5) a bin.

**Resolved** – To agree the increase in contract price for the collection of the dog bins.

**The resolution was correctly proposed and seconded (unanimous)**

**040/22 To discuss and agree a way forward in relation to the following Youth & Community Centre contracts (agenda item 9)**

i) **Streetlight unmetered supply**

**Resolved** – To give the Clerk delegated authority to agree a contract with an unmetered electricity supply provider if new contracts are being allowed before the next meeting on the 18<sup>th</sup> April.

**The resolution was correctly proposed and seconded (unanimous)**

ii) **Youth & Community Centre Electricity**

Given that staying with E-On is currently the cheapest option then stay with E-On and requote a month before the end of the contract in July 2022.

iii) **Water**

**Resolved** – To stay with the present water provider.

**The resolution was correctly proposed and seconded (unanimous)**

iv) **£236.91 for the quarterly servicing of the disabled access lift**

**Resolved** – To approve the annual charge of £236.91 for the quarterly servicing of the disabled access lift.

**The resolution was correctly proposed and seconded (unanimous)**

**v) An additional £15 for each Youth Club Session**

The Clerk informed the Council that the Youth Club Providers would be increasing their session fees from £120 to £135 from the 1<sup>st</sup> of April. This will be discussed at the next meeting.

**041/22 To consider a grant application from the Women’s Institute (agenda item 10).**

**Resolved** – To approve the payment of £200 to the Women’s Institute to support their group and to offer them a session with our Communications Officer to support them in increasing their membership.

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

**042/22 To ratify the purchase of two additional CCTV cameras and the replacement of a third at the Youth & Community Centre for a cost of £795 made by the Clerk using delegated powers (agenda item 11).**

**Resolved** – To ratify the purchase of two additional CCTV cameras and the replacement of a third at the Youth & Community Centre for a cost of £795 made by the Clerk using delegated powers.

**The resolution was correctly proposed and seconded (unanimous)**

**043/22 To note and agree how a response will be formulated to North Somersets Banwell Bypass Consultation (agenda item 12).**

**Resolved** – That all members submit their comments to Cllr Manley by the 6<sup>th</sup> of April 2022 for a Parish Council response to be collated for agreement at the next Parish Council meeting.

**The resolution was correctly proposed and seconded (unanimous)**

**044/22 To note and agree how a response will be formulated to North Somersets Local Plan Consultation (agenda item 13).**

**Resolved** – That all members submit their comments to Cllr Blatchford by the 6<sup>th</sup> of April 2022 for a Parish Council response to be collated for agreement at the next Parish Council meeting.

**The resolution was correctly proposed and seconded (unanimous)**

**045/22 To agree to carry forward several individual unused 2021-2022 budgets into the 2022-2023 budget (agenda item 14).**

**Resolved** – To agree to carry forward the following unused 2021-2022 budgets into the 2022-2023 budget.

Cost code	Budget 20/21	Under-spend	Roll Forward	Explanatory note	Minute agreed
Officer Training	£700	£236	£236	To pay for the Clerk to attend the National Conference.	E07/22
Office equipment inc website	£5000	£2669.09	£490	£165 for Wifi Router £325 Work to install ethernet cable at YCC not able to be completed until next financial year (£225-£325) estimated cost.	022/22 (vi) YC 07/22
Risk Assessments	£300	£187.50	£99	YCC 3-year major review	022/22 (ii)
Grants	£7000	£5016.68	£500	Awarded to Banwell Community Singers	007/22 (iii)

YCC Water	£650	£601.37	£600	Water Bill delayed until May 2022 due to broken water meeting & water leak. Bill 09/08/21 – 09/03/22 est £1222.94	045/22
Subscriptions	£1200	£205.34	£205	ALCA have moved their subscriptions until after the 1 <sup>st</sup> of April.	045/22
Env Play Equipment	£4700	£3860	£3860	To be added to Riverside Project budget	045/22
<b>TOTAL</b>			<b>£5685</b>		
<b>Cost Code</b>	<b>Income 20/21</b>	<b>Still to spend</b>	<b>Roll Forward</b>	<b>Explanatory note</b>	
CIL	£2911.22	£2911.22	£2911.22	Automatically carried over until spent. Allocated to YCC LED light replacement.	
Community Food Grant	£2083.80	£2083.80	£2083.80	Received in this financial year to be spent in next financial year.	
Social Prescribing Grant	£3986	£3986	£3986	Received in this financial year to be spent in next financial year.	
Donation to Env hedge / fence / tree work	£30	£30	£30	Donation for replacement memorial trees	

**The resolution was correctly proposed and seconded (unanimous)**

**046/22 To agree the transfer from financial years 2020/21 & 2021/22 of £520 in Environmental fees from the Cemetery Account to the Natwest Current Account (agenda item 15).**

**Resolved** – To agree the transfer from financial years 2020/21 & 2021/22 of £520 in Environmental fees from the Cemetery Account to the Natwest Current Account.

**The resolution was correctly proposed and seconded (unanimous)**

**047/22 To authorise March bills for payment (agenda item 16)**

**Resolved:** To authorise March's bills for payment of £8578.92. Cllr Harding and Cllr McCarthy to authorise the BACs payments.

**The resolution was correctly proposed and seconded (unanimous)**

**048/22 To note the Parish Council's end of February's bank balances and bank reconciliation (agenda item 17)**

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

**049/22 Dates of the next meetings (agenda item 18)**

Monday 4<sup>th</sup> of April 2022, 7pm Planning Committee at the Youth & Community Centre (YCC)  
Tuesday 19<sup>th</sup> of April 2022, 7:30pm Parish Council Meeting at the YCC

The Chairman closed the meeting at 20:30

.....Chairman

.....Date

**Bills for Payment - 17th February to the 14th March 2023**  
**Banwell Parish Council**

Method	Payee	Details	Gross Amount	Comments	Minute agreed	Power
<b>Already Paid</b>						The Parish Council
DD	Mainstream	Phone and Broadband (DD 14.03.23)	£ 3.16		086/22	
DD	EDF	YCC Electricity (15.03.23)	£ 140.14		YCC 17/22	
DD	Npower	Streetlight Power (17.03.23)	£ 437.60		086/22	
<b>To Pay</b>						
BACS	J K Gardening	Grass cutting & Village Orderly	£ 838.50		086/22	
BACS	Ambience Landscape	Dog Bin emptying	£ 538.20		086/22	
BACS	Insight Cleaning	YCC Cleaning Dec 2022	£ 192.00		086/22	
BACS	Insight Cleaning	YCC Cleaning up to March 2023	£ 512.00		086/22	
BACS	YMCA	Programme costs	£ 405.00		086/22	
BACS	Weston Rail Services	Quarterly light maintenance	£ 1,050.00		Agenda item	
BACS	Weston Rail Services	ECIR Street light test	£ 1,008.00		009/23 (iv)	
BACS	Banwell Scouts	Grant for acoustic measures	£ 1,000.00		139/22	
BACS	Banwell Handy Man	Replacement box for gas shut off	£ 160.00		H & S	
BACS	SLCC	Community Buildings Training Summit	£ 72.00		020/23 (v)	
BACS	SLCC	Environmental Training Summit	£ 72.00		Agenda Item	
BACS	GB Sport	Aerial Runway maintenance & repair	£ 668.40		108/22 (ii)	
BACS	GB Sport	Wetpour under the nest swing	£ 4,434.00		192/22 (iii)	
BACS	GB Sport	Recreation Ground Works	£ 29,776.38		163/22	
BACS	Webglu	Quarterly website and emails	£ 232.80		086/22	
BACS	Glasdon	3 x Dog Bins	£ 1,052.32		024/23	
BACS	Neil Merrick	YC Food Club	£ 98.66		Grant received	
BACS	Officer Salaries	Underpayment, new salary, holiday pay	£ 763.32		Admin	
DD	Loyds Bank PLC	Multipay charge & costs (zoom, tuck, refreshments, stationary)	£ 148.35		086/22	
SO	Officer Salaries	Officer Salaries (SO 26.03.23)	£ 2,388.15		086/22	
DD	Nest	Pension contributions (DD 26.03.23)	£ 164.48		086/22	
DD	Unity Bank	Bank Charges	£ 30.60		086/22	
<b>To be paid in financial year 2023/24</b>						
DD	North Somerset	Waste Collection (DD 01.04.23)	£ 9.50		086/22	
DD	Avantia	Standing Charge & Delivery	£ 230.20		086/22	
BACS	HMRC	PAYE and NI for Sept (12.04.23)	£ 655.28		086/22	
<b>Totals</b>			<b>£47,081.04</b>			

The Parish Council have resolved to use the General Power of Competence as of the 20th May 2019