MINUTES OF THE PARISH COUNCIL MEETING HELD IN BANWELL YOUTH & COMMUNITY CENTRE (YCC) AT 7:30pm ON MONDAY 21st SEPTEMBER 2026

PRESENT: Councillors: Steve Voller (Chairman), Mike Bailey (Vice Chairman), Andrew Base, Paul Harding, Darren Salvage, Kelly Smith and Matthew Thomson.

IN ATTENDANCE: Mrs Liz Shayler (Clerk)
WARD COUNCILLOR: Cllr Joe Tristram
MEMBERS OF THE PUBLIC: Three

Cllr Voller welcomed everyone.

Before the meeting was convened, members of the public were invited to speak.

i) **Members of the public**
A member of the public spoke in opposition to planning application 26/P/2446/OU2 Land North of Knightcott Road and West and East of Summer Lane Banwell for the following reasons;

- The adequacy of the public consultation undertaken.
- Potential drainage impacts on neighbouring properties.
- Flood risk, including the risk to both existing and proposed properties.
- Discrepancies in the information relating to surface water run-off.
- The reduction in employment land.
- Changes to the proposed sound barrier, which were considered to make it less effective and more visually intrusive.
- The proposed height of development, including buildings of up to 3.5 storeys close to neighbouring properties.
- Highway safety and concern that appropriate traffic modelling had not been undertaken.

Another member of the public spoke in relation to the following items

- Highway safety concerns for drivers on Knightcott Road, particularly at the point where the North Somerset Council shared-use path ends before the bridge and the shared-use path constructed as part of the bypass works begins on the opposite side of the bridge.
- The disappearance of the 7.5 tonne limit on Well Lane and the change of the road into the Industrial estate
- Suggestion that the Parish pump should be assessed to see if it can be used as a water source during emergencies.

ii) **Community Beat Manager's Report**
No report was received.

iii) **Ward Councillor's Report**
Cllr Tristram gave a brief report and advised that he was working with North Somerset Council and residents of the High Street regarding concerns about the use of a residential property as a House in Multiple Occupation.

The meeting was convened.

143/26 To receive apologies for absence (agenda item 1)

Apologies were received from Cllrs Tara Wright, Mike Dolling and Steve Davies. Cllr Davies observed the meeting online.

144/26 To receive members' declarations of interest on any agenda item (agenda item 2)

No declarations of interest were received.

145/26 To approve as a correct record the minutes of the Parish Council Meeting held on the 17th of August 2026 (agenda item 3)

Resolved – That the August minutes of the Parish Council Meeting be approved as a correct record.

The resolution was correctly proposed and seconded and carried unanimously with one abstention due to absence.

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

146/26 To note the following minutes (agenda item 4)

i) **Mendip Villages Joint Committee 13th August 2026**
ii) **Planning Committee 7th September 2026**

The minutes above were noted.

Cllr Salvage joined the Meeting

147/26 To note and comment upon planning application 26/P/2446/OU2 Land North off Knightcott Road and West and East of Summer Lane Banwell (agenda item 5).

Resolved – To note planning application 26/P/2446/OU2 and reiterate the Parish Council's previous concerns, which it considers have not been adequately addressed. In general the Parish Council continues to broadly support the scheme as part of the overall Wolvershill development. The Council notes the increase in housing from 755 to 800 dwellings but shares the concerns raised by North Somerset Council's Economy Team regarding the reduction in employment land from 6.3 hectares to 2.83 hectares.

Concerns remain in relation to flooding and surface-water discharge. The Parish Council considers that outline planning permission should not be granted until the applicant has satisfactorily addressed the requirements of the Internal Drainage Board, Environment Agency and Lead Local Flood Authority, particularly in relation to flood risk within the development and the potential impact on the downstream drainage network.

The safeguarding of land for a potential future Junction 21A is supported by the Parish Council. However, it notes the concerns raised by National Highways regarding the absence of sufficient supporting traffic modelling and detailed design work to demonstrate that the land identified is capable of accommodating a motorway junction at this location. The Parish Council therefore considers that this further information should be provided before the application is determined.

If North Somerset Council is minded to approve the application, Banwell Parish Council requests that appropriate planning conditions and/or Section 106 obligations are imposed to secure:

- a comprehensive surface-water drainage and flood-risk strategy, agreed with the LLFA, Environment Agency and IDB, including appropriate attenuation, discharge rates and measures to ensure that the development does not increase flood risk either within the site or to the downstream drainage network;
- the implementation, management and long-term maintenance of all necessary drainage and flood-mitigation infrastructure, with the relevant measures delivered before occupation of the appropriate phases of development;
- the safeguarding of sufficient land for the potential future delivery of Junction 21A, supported by appropriate transport modelling and highway design work to demonstrate that the safeguarded land is capable of accommodating the junction and that no development or infrastructure would prejudice its future provision;
- a clear phasing and delivery strategy for the employment land, to ensure that the employment element is delivered alongside the residential development and is not subsequently lost or further reduced; and

- a comprehensive phasing strategy for the development, including the timely provision of road infrastructure, pedestrian and cycle routes, surface-water and flood-management works and other infrastructure required to support each phase of the development.

The resolution was correctly proposed and seconded and carried unanimously with two abstentions.

148/26 To note the training and events available and agree any attendance (agenda item 6)

i) **ALCA events and training from £30 each**

Resolved – To approve the cost of up to two Councillors to attend the next 'ALCA Planning in Plain English' training session.

The resolution was correctly proposed and seconded (unanimous)

ii) **ALCA e-learning through Nimble £14 each**
iii) **Breakthrough communications training £30**
iv) **Various finance training £30**
v) **Various Scribe finance training - Free**
vi) **Various NALC training from £32.68**

The training above was noted.

149/26 To receive the Clerk's report/Exchange of information (agenda item 7)

i) **Banwell Bypass update**

The Banwell Bypass programme continues to experience delays, largely due to utility diversion works, although mitigation works are progressing in neighbouring parishes and the water diversion works are going well. East Street reopened on 29 August following completion of the works, while Riverside reopened on 11 September after delays caused by bridge design issues and adverse weather, ahead of the Wolvershill Road closure.

The new Moor Road link has also reopened, with the permanent closure of the former section of Moor Road now in force. Temporary traffic lights are expected to return to Knightcott Road shortly and are likely to be in place intermittently over the next few months. Wolvershill Road closed on 14 September for approximately one month to allow utility works to take place, including works relating to lighting design, National Grid underground infrastructure, drainage and other utilities. Work on the active travel routes in Churchill and Sandford is also continuing.

ii) **Mead Fields Stakeholders Meeting**

It was reported that progress on the proposed vehicular connection between Mead Fields and Locking Parklands remained difficult, although pedestrian connectivity was progressing more positively. Footbridge 1 had been completed; however, Cllr Salvage advised that it was not currently open as it led onto derelict ground and had therefore been cordoned off. Footbridge 2 was expected to be completed within the next few weeks, with the Clerk and District Cllr Tristram to clarify its current status. The unofficial bridge between the two developments had now been removed, and pedestrian and cycling routes around the development were nearing completion. Some of the rubbish outside the care home had been cleared, although the skip provided had been insufficient to remove all of the waste. The Parish Council-owned public defibrillator had now been installed adjacent to the care home. A concern was also raised regarding communication with the Community Hub, and it was suggested that a regular point of contact should be established.

iii) **Mead Fields Picnic**

It was reported that the Mead Fields Community Picnic had been very successful, with strong attendance from local families, children and young people, as well as a number of volunteers supporting the event. A wide range of activities had been provided, including games from North Somerset Children's Services and the leisure team, the library bus, police bike marking and willow bird feeder activities led by the Environment and Biodiversity Officer on behalf of both the Parish Council and the Impact Alliance. Feedback from North Somerset Council had been very positive, particularly given the historic challenges of engaging the Mead Fields community, and the event was considered a strong example of successful partnership working and community

engagement. The Chairman thanked everyone involved in organising and supporting the event, including the partner organisations, officers and volunteers who had contributed to its success.

iv) **Defibrillators, training and replacement pads**

Defibrillator training sessions had taken place in both Banwell and Mead Fields, although attendance at both sessions had been lower than anticipated. It was hoped that there would be greater uptake for the remaining two sessions.

150/26 To agree the following items of expenditure (agenda item 8)

i) **£195 + VAT (plus £40 an hour) for the annual maintenance of the sewage pump.**

Resolved – To agree the cost of £195 + VAT (plus £40 an hour) for the annual maintenance of the sewage pump.

The resolution was correctly proposed and seconded (unanimous)

ii) **£540 + VAT Annual Cemetery package.**

Resolved – To agree the cost of £540 + VAT Annual Cemetery package.

The resolution was correctly proposed and seconded (unanimous)

iii) **£285 + VAT for the Annual RoSPA Play equipment inspections.**

Resolved – To approve expenditure of £285 + VAT for the annual RoSPA play equipment inspections, noting that the final cost may increase if the new outdoor gym equipment has been installed prior to the inspection.

The resolution was correctly proposed and seconded (unanimous)

iv) **£611.74 + VAT for the Youth & Community Centre (YCC) PPL / PRS Music licence.**

Resolved – To agree the cost of £611.74 + VAT YCC's PPL / PRS Music licence.

The resolution was correctly proposed and seconded (unanimous)

v) **£60 donation for the Remembrance Day Wreath.**

Resolved – To agree the cost of £60 donation for the Remembrance Day Wreath.

The resolution was correctly proposed and seconded (unanimous)

151/26 To note the increase of dog waste collections of 50p a week per bin (agenda item 9)

The increase of the dog waste collections of 50p a week per bin was noted.

152/26 To retrospectively approve the purchase of a replacement fridge freezer for the Youth & Community Centre (YCC) for £361.67 + VAT (agenda item 10)

Resolved – To approve the purchase of a replacement fridge freezer for £361.67 + VAT.

The resolution was correctly proposed and seconded (unanimous)

153/26 To discuss who will undertake the following annual inspections for budgeting purposes (agenda item 11)

Resolved – That the following Councillors undertake the inspections:

i) Benches – Cllr Smith
ii) Dog bins – Cllr Thomson
iii) Flagpole – Cllr Base
iv) Grit bins – Cllr Bailey
v) Litter bins – Cllr Smith
vi) Memorials – Cllr Voller
vii) Bus Shelter – Cllr Salvage

The resolution was correctly proposed and seconded (unanimous)

154/26 To consider and approve tender specifications for the following contracts (agenda item 12)

i) **Grass Cutting and Ground Care Tender.**

Resolved – To approve the Grass Cutting and Ground care tender with the following amendments;

- greater emphasis to be placed on the requirement for 18 cuts per year rather than the proposed grass height; and
- the contract term to be fixed for three years.

The resolution was correctly proposed and seconded (unanimous)

ii) **Ground care and Bin Emptying Tender.**

Resolved – To approve the Ground care and Bin Emptying tender with the following amendments:

- all arisings to be removed from site, with grass cuttings exempt from this requirement;
- the Littlefields to High Street route to be added, subject to confirmation of land ownership;
- the contract term to be fixed for three years; and
- provision to be included allowing the Council to terminate the contract should North Somerset Council withdraw permission for the Parish Council to undertake the work or resume responsibility for it.

The resolution was correctly proposed and seconded (unanimous)

iii) **Youth & Community Centre (YCC) Cleaning Tender.**

Resolved – To approve the YCC Cleaning tender.

The resolution was correctly proposed and seconded (unanimous)

iv) **Youth and Community Centre (YCC) CCTV Tender.**

Resolved – To approve the YCC CCTV tender.

The resolution was correctly proposed and seconded (unanimous)

v) **Youth & Community Centre (YCC) Fire & Intruder Alarm and Monitoring Tender.**

Resolved – To approve the YCC Fire & Intruder Alarm and Monitoring tender.

The resolution was correctly proposed and seconded (unanimous)

155/26 To note the Notice of Conclusion of Audit and agree any recommendations (agenda item 13).

The Notice of Conclusion of Audit was noted with no recommendations.

156/26 To note the Parish Council's end of August net position, bank balances, bank reconciliation and reserves (agenda item 14).

The Parish Council's end of August net position, bank balances, bank reconciliation and reserves were noted.

157/26 To authorise bills for payment for September (agenda item 15).
The Clerk tabled an amended schedule of bills for payment.

Resolved – To authorise September payments totalling £15,003.78. Cllrs Harding and Bailey were authorised to approve the BACS payments on behalf of the Council, with Cllr Bailey supporting Cllr Base in familiarising himself with the payment approval process.

The resolution was correctly proposed and seconded (unanimous)

158/26 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 17 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 (agenda item 16).

Resolved – That members of the press and public be excluded from the meeting during consideration of agenda item 17 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.

The resolution was correctly proposed and seconded (unanimous)

159/26 To consider the position regarding the access track following completion of the adverse possession application and to agree any further action (agenda item 17).
The Clerk reported that, since the meeting papers had been circulated to Members, further legal advice had been received confirming that, as the transfer of the track formed part of the original negotiated agreement, a formal valuation was not considered necessary.

Resolved – To transfer the remaining access track by way of a TP1 (Transfer of Part), in accordance with the original negotiated agreement, and to delegate authority to the Clerk to complete the necessary documentation and take all reasonable administrative steps required to complete the transfer, including the payment of reasonable associated costs.

The resolution was correctly proposed and seconded (unanimous)

160/26 Dates of the next meetings (agenda item 18)
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.
Monday 19th of October 2026, 7:30pm Parish Council Meeting at the YCC.

The Chairman closed the meeting at 8:45pm

……...Chairman

……Date

Bills for Payment - 21st August to the 16th September 2026
Banwell Parish Council

Method	Payee	Details	Gross Amount	Comments	Minute agreed	Power
Already Paid						
DD	XCS UK	Printer Cartridge Fees	£ 31.88		094/26	
DD	Elavon	Card Reader Fees	£ 40.00		094/26	
DD	Mainstream	Phone and Broadband	£ 57.38		094/26	
To Pay						
BACS	J K Gardening	Grass cutting & Village Orderly contract	£ 1,043.34		094/26	
BACS	J K Gardening	Emptying NSC bins **Total: £1058.34**	£ 15.00		198/24 (ii)	
BACS	Corporate Cleaning Services	Dog Bin Emptying	£ 520.00		094/26	
BACS	Insight Cleaning	YCC Cleaning	£ 280.00		094/26	
BACS	YMCA	Youth Club Summer Holiday Provision	£ 1,555.63		YCC 022/26	
BACS	Scribe	Civic.ly monthly cost	£ 63.60		172/24	
BACS	Scribe	Annual Cemetery Package Subscription **Total: £603.60**	£ 540.00		150/26 (ii)	
BACS	Parish Magazine	Quarterly newsletter and adverts	£ 179.00		094/26	
BACS	Parish Magazine	Adverts **Total: £139.00**	£ 60.00		094/26	
BACS	GB Sport	Quarterly Operational Inspections	£ 132.00		094/26	
BACS	Wellbeing for Me	Chair Yoga sessions	£ 986.00		Grant Awarded from NSC	
BACS	PPL/PRS	Music Licence	£ 734.08		150/26 (iii)	
BACS	Air Ambulance	Donation	£ 200.00		138/26	
BACS	BDO	External Audit Fee	£ 756.00		157/26	
BACS	Noahs Ark Zoo Farm	Youth Club Summer Holiday Provision	£ 122.00		YCC 022/26	
BACS	Officer expenses	Overtime, NJC backpay and expenses (cream tea, rolls, milk,	£ 1,214.78		Contractual & 060/26	
DD	Lloyds Bank PLC	Multipay charge & costs (Open AI, willow, microsoft, and ycc	£ 137.02		various inc ycc 21/26	
DD	Conrad Energy	Streetlighting	£ 182.93		094/26	
SO	Amy Symonds	Impact Alliance Officer Salary	£ 238.13	To be claimed back	MVJC 05/26	
SO	Officer Salaries	Officer Salaries	£ 3,471.96		094/26 & E04/26	
DD	Nest	Pension contibutions	£ 401.24		094/26	
DD	Unity Trust	Bank Charges	£ 11.35		094/26	
DD	North Somerset	YCC Waste Collection	£ 10.06		094/26	
BACS	HMRC	PAYE and NI	£ 2,020.40		094/26	
		Totals	£ 15,003.78			

The Parish Council have resolved to use the General Power of Competence as of the 15th May 2023