



Banwell Village Hall,
Westfield Road
Banwell. BS29 6BS
01934 820442

7th February 2017

Members of the public and press are entitled to be at the following meeting in accordance with the Public Bodies (Admission to Meeting) Act 1960 Section 1 unless precluded by the Parish Council by resolution during the whole or part of the proceedings. Such entitlement does not however include the right to speak on any matter except at the commencement of the meeting given over specifically for that purpose.

To: The Chairman and all members of Banwell Parish Council.

You are summoned to attend a Meeting of Banwell Parish Council, to be held on Monday 13th February 2017 at 7.30 p.m. at Banwell Village Hall, when the following business will be transacted.

Liz Shayler
Locum Clerk to the Council

AGENDA

1. To Welcome Cllr Dawn Parry and to receive the signed Declaration of Acceptance of Office.
2. To receive apologies for absence.
3. To receive members' declarations of interest on any agenda item.
4. To invite public participation – *This session is open to the Public to present comments, observations, information, petitions or lead deputations and is the only time members of the public may participate during the meeting. (Please note that the Council is unable to make any formal decisions under this item).*
 - i) Members of the public.
 - ii) Community Beat Manager's report.
 - iii) Ward Councillor's report.
5. To approve as a correct record, the minutes of the meeting of the Parish Council held on 9th January 2016 (attached pages 1-6).
6. To note the Cemetery Committee meeting minutes from the 24th January 2017 (pages 7 & 8)
7. To agree the motion from the Cemetery Committee to remove the trees adjacent to the East Wall in the Cemetery.
8. To note the employment Committee meeting minutes from the 6th February 2017 (page 9)
9. To ratify the appointment, by the employment committee, of the Locum Clerk Liz Shayler as Clerk to Banwell Parish Council (page 10).
10. To nominate a Councillor to serve on the Employment Committee
11. To review and approve the following documents; (Pages 11 – 51)
 - (i) Financial Regulations (pages 11-19)
 - (ii) Financial Risk Assessment (pages 20 – 23)
 - (iii) Reserves Policy (pages 24 & 25)
 - (iv) Standing Orders (pages 26 – 42)
 - (v) Disciplinary Procedure (pages 43 – 47)

- (vi) Grievance Procedure (pages 48 – 50)
 - (vii) How to deal with Complaints from an outside body (page 51)
12. To receive the Clerk's report/Exchange of information: (Please note that the Council is unable to make any formal decisions under this item).
- (i) Exhumation and reinternments
 - (ii) Portable Vehicle Activated Signs Rollout
 - (iii) Mobile Phone Public Consultation
 - (iv) Land Registry
 - (v) Commonwealth Day
 - (vi) Lights around the village
13. To agree whether the Parish Council is going to mark 'Spring Clean' between the 3rd and 5th March as part of the 'Keep Britain Tidy' initiative. (page 52)
14. To approve the following items of expenditure: -
- (i) The price of repointing the jubilee pump and adjacent to the war memorial and other associated works. (attached pages 53)
 - (ii) The varnishing of the Parish Benches
 - (iii) Up to £300 for a laptop and associated software for the new councillor
15. To agree clearing of the green waste generated from the tidy up of the graveyard.
16. To discuss and agree the refurbishment of the finger posts.
17. To agree the purchase of the Recreation Ground Fence for area 1 for £5106.98 (attached page 54).
18. To agree a contribution of up to £78 for the repair to the electrical box for the Parish Council's Christmas tree in the school grounds.
19. To discuss the replacement of the dog bin lid.
20. To discuss the proposed turning circle signs on Littlefields Road and Littlefields Avenue.
21. To note the training available and agree any attendance.
- (i) 17th Feb 'CiLCA support', Longwell Green 10:30am – 12:30pm
 - (ii) 23rd February 'At your Place' (part of the Being a Good Councillor course) 7:30pm
 - (iii) 13th March ALCA /North Somerset Forum Clevedon 7pm – 9pm
 - (iv) 16th March 'South West Regional Conference' Taunton - all day
 - (v) 18th March 'Being a Good Councillor' Timsbury 9:30pm – 12:30pm
 - (vi) 12th April 'Social Media', Keynsham 2pm – 5pm
22. To agree a response to North Somerset's Planning Application Requirements (previously emailed)
23. To agree a response to North Somerset's Public Space Protection Orders (previously emailed)
24. To agree representation to the 'Groundwell Rising' screening at 8pm on the 23rd February at The Bell (previously emailed).
25. To form a working party to look at the Scout Hut Lease and make a recommendation to council in March.
26. To authorise bills for payment (attached page 55)
27. To note the Parish Council's current net position (attached pages 56 & 57)
28. To note and comment upon planning applications.
- i) **17/P/0069/F** – Fairlawn, Wolvershill Road, Banwell, BS29 6LA. Two storey side extension and alterations to roof including dormers, following demolition of existing garage.

- ii) **17/P/0099/TPO** - High Trees, Wolvershill Road, Banwell, BS29 6DGT1 beech - reduce by 1m; T2 lime - reduce by 1m
- iii) **17/P/0191/F** - The Longhouse, 25 East Street, Banwell, BS29 6BW. Conversion of garage to garden room and store.
- iv) **17/P/0277/LUP**- Dimora, Wolvershill Road, Banwell, BS29 6DJCertificate of lawfulness for the proposed loft conversion

29. To note planning decisions – (for information).

- (i) **16/P/2715/F** - 8 West Street, Banwell, BS29 6DA - Change of use of ground floor from hairdressers (A1) to residential (C3) to be used in association with the upper 2no. floors. **GRANTED**
- (ii) **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. **GRANTED**
- (iii) **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. **GRANTED**
- (iv) **16/P/3008/F**- Summer Lane Caravan Park, Summer Lane, Banwell, Weston super Mare, North Somerset, BS29 6JA. Replacement of equipment store. **GRANTED**

30. Date of the next meetings –

23rd February 2017 – Youth Club Committee Meeting 7pm Banwell Children's Centre

13th March 2017 – Parish Council meeting 7:30pm Banwell Village Hall

Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status and any disability) Crime and Disorder, Health & Safety and Human Rights.