



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

5th April 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 10th April 2017 at 7.30 p.m. at Banwell Village Hall, when the following business will be transacted.

Liz Shayler

Clerk to the Council

AGENDA

1. To receive apologies for absence.
2. To receive members' declarations of interest on any agenda item.
3. 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.
4. To approve as a correct record, the minutes of the meeting of the Parish Council held on 13th March 2017 (attached pages 1-7).
5. To note the Cemetery and Memorials Committee meeting minutes from the 28th March 2017 (pages 8 & 9)
6. To note the Employment Committee meeting minutes from the 28th March 2017 (pages 10 & 11)
7. To note the Clerks annual leave and to agree cover for the Parish Office open hours.
8. To review and approve the following documents;
 - (i) Absence Management Policy (pages 12 – 14)
 - (ii) Records Management Policy (pages 15 – 18)
9. 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) Works to Banwell Cemetery Wall
 - (ii) Mobile Phone Public Consultation
 - (iii) Lights around the village

10. To approve the following items of expenditure: -
 - (i) The cost of £48 a page for an article in the Parish Magazine (attached page 19 & 20)
 - (ii) £303.00 for the replacement light along the Public Footpaths which runs from East Street to St. Andrews Church.
 - (iii) The cost of 9 Microsoft 360 licences.
11. To approve the payment of £258 to Mendip outdoors for the Youth Club Easter activities.
12. To agree to the strimming of Gollings/ Goddings Lane and the footpath from the football club to Eastermead Lane for the Banwell Fun Run, the week beginning May the 8th if not completed by North Somerset.
13. To consider whether Banwell Parish Council should support the Big Lunch by organising a community Picnic on Saturday June 17th 2017 (<https://www.edenprojectcommunities.com/>).
14. To consider a request from Love Banwell for the use of the Car Park area in front of the Scout Hut and Children's centre for a free car wash on the 1st and 2nd of July 2017.
15. To consider a request from Banwell Action Group for the use of the Recreation Ground for a fun day on the 8th July 2017.
16. To discuss adoption of the BT phone box located at Knightcott.
17. To discuss parking restrictions outside Banwell News and Banwell Stores.
18. Consideration of the following grant applications received for the Parish Council Grants: (see pages 21 – 35)
 - (i) Banwell Action Club £250 for Christmas lights for the village.
 - (ii) Banwell Allotment Society £250 for CCTV to prevent fly tipping.
 - (iii) Banwell Buddies £2788.00 for a free-standing timber framed canopy.
 - (iv) Banwell Buddies £2500 for landscaping a section of the garden.
 - (v) Banwell in Bloom £2000 for projects around the village.
 - (vi) Banwell Children's Centre up to £726.75 to fund an Early Years Worker
 - (vii) Banwell Scout Group up to £1000 for maintenance of the minibus.
 - (viii) Banwell Village Hall £1000 contribution towards a new kitchen.
 - (ix) Minibus Society £300 for a Christmas Party for people facing isolation.
 - (x) REACT drama group up to £200 for renovation of office space for young people and other users.
19. To agree the wording (attached pages 36 - 38) for the 'Volunteer of the Year Award' and the associated expenditure for the prizes.
20. To note the training available and agree any attendance.
 - (i) 12th April Social Media, Keynsham 2pm until 5pm.
 - (ii) 27th April Playground Management, Thornbury. 1:30pm - 4pm
 - (iii) 10th May Being a Good Councillor, Saltford 7pm until 9:30pm
 - (iv) 25th May Information Management, Longwell Green. 10:30am until 12:30pm
22. To agree a response to North Somerset's preventing homelessness strategy (<http://consult.n-somerset.gov.uk/consult.ti/Hstrat/consultationHome>)
23. To agree a response to North Somerset Clinical Commissioning Group emerging ideas (<https://www.northsomersetccg.nhs.uk/get-involved/wqh-engagement/>)
24. To agree a response to the governments White paper on 'Fixing our broken housing market' (https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/590464/Fixing_our_broken_housing_market_-_print_ready_version.pdf)

25. To discuss the Scout / Kathleen Jones Trust Hut Lease and to agree any recommendations.
26. To discuss the report on investigating the production of a Banwell Neighbourhood Plan from Cllr Hale and to agree any recommendations (attached page 39 & 40).
27. To authorise bills for payment (attached page 41)
28. To note the Parish Council's end of financial year 2016/2017 net position (attached pages 42 & 43)
29. To note payments agreed in the 2016/2017 financial year of £1,128 which will be carried over to the 2017/2018 budget (attached page 44).
30. To agree that the underspend from last year's Recreation Ground / Riverside Maintenance budget of £1327.52 be paid into the Recreation Ground Trustees account.
31. To discuss which 2017/2018 budget the cost of the recreation ground fencing is going to come out of.
32. To note and comment upon planning applications.
 - i. **17/P/0569/ADV** - Myrtle Farm, Summer Lane, Banwell, BS29 6LP. Advertisement consent to erect 2no non-illuminated pole signs
 - ii. **17/P/0570/F** - Myrtle Farm, Summer Lane, Banwell, BS29 6LP Change of use of agricultural land to enlarge existing caravan site, creating 12no. new touring caravan pitches in addition to the 10no. existing pitches; demolition of tractor shed & timber garage and extension to and re-arrangement of existing shower block, and erection of a tractor and maintenance store. Drainage works.
 - iii. **17/P/0606/O** - F Sweeting & Sons, Station Road, Sandford, BS25 5RQ Outline application for residential development (of up to 16 dwellings) with all matters reserved for subsequent approval.
 - iv. **17/P/0615/F** - Whitley Head House, Bridewell Lane, Banwell, BS29 6NA. Proposed conversion of existing agricultural barn to a dwelling. An attached tin clad farm store and detached garage/workshop building to be demolished. Erection of a single storey lean-to boiler/fuel store to the rear elevation. Installation of a sewage treatment plant. 2no. roof lights to the west elevation.
 - v. **17/P/0632/F** - Western Fields, Whitley Road, Banwell BS29 6NA Change of use of the garden to a mixed use of part garden and for the siting of a container to be used for the storage of alcohol
33. To note planning decisions – (for information).
 - i) **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. **CERTIFIED**
 - ii) **17/P/0295/LB & 17/P/0298/F** – Yarborough Cottage, Banwell Road, Christon. BS29 6ND. Replace existing kitchen window to ground floor east elevation with new timber door and lintel. **GRANTED**
 - iii) **17/P/0296/F** - Field off Summer Lane adjacent to Lower Laurel Farm, Knightcott, Banwell. Change of use from agricultural land to equestrian use with the erection of 3no. stables, tack room and hay storage barn with an exercise yard surrounding the stables. The existing access gate will be set back from the road and the access track re-surfaced and a turning head included. **GRANTED**
 - iv) **17/P/0338/TPO** - Banwell Caves, Whitley Road, Banwell, BS29 6NA. 1 x oak - reduction in height by 30 feet; 1 x ash - fell; 1 x sycamore - fell. **REFUSED** but lesser works were **GRANTED**.
34. Date of the next meetings –
 - 27th April 2017 – Youth Club Management Committee Meeting 7pm Banwell Children's Centre.
 - 8th May 2017 – Annual Meeting of Banwell Parish Council 7:30pm Banwell Village Hall
 - 19th May 2017 – Annual Meeting of the Electors 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 (age, race, gender, gender reassignment, sexual orientation, marital status, religion & belief, pregnancy & maternity and disability) Crime and Disorder, Health & Safety and Human Rights.