

Minutes of a meeting of **FILTON TOWN COUNCIL** held on **Tuesday 28th September 2004** at 7.30pm in the Pavilion, Elm Park, Filton.

PRESENT: Cllrs T W Pomroy (Acting Chair), D Hutchinson, A P Monk, S J Sims,
G A Crane, P Blandamour, D Bell

APOLOGIES: Cllrs R M Hutchinson, J A Hutchinson, A Hewlett, B A Freeguard,
P Lillis, S.J.MacCallum

653. EVACUATION PROCEDURE: The Chair drew attention to the emergency evacuation procedure as set out in the Agenda.

654. DECLARATIONS OF INTEREST: There were none.

655. MINUTES: of the meeting held on 27th July 2004 were approved as an accurate record.

656. MATTERS ARISING:

From Minute 637b) – Licensing Act – A meeting with South Gloucestershire Officers had been arranged for 27th October at 7pm in the Pavilion to discuss the new Licensing laws due to come into effect early in 2005. Councillors from other parishes had also been invited to attend.

Arising from Minute 637f) – Bus Services in Filton – This was still being reviewed.

Arising from Minute 647h) – Filton Library – The Librarian was arranging for a sign to be erected asking for customers to switch off mobile phones.

Arising from Minute 637i) – Millennium Green – Cllr J Hutchinson had distributed leaflets inviting residents to attend the next meeting of the Millennium Green Committee in the Pavilion, Elm Park at 7.30pm on 20th October.

657. SUBMISSIONS FROM THE PUBLIC:

- a) **Bude Road Bus Shelter** – Offensive graffiti still remained even though it was cleaned regularly. The cleaning company had already tried using strong chemicals but the Clerk would raise it again to see if anything else could be done.

Action: Town Clerk

- b) **Grass Verges – Filton Avenue** – This was still not satisfactory. Cllr Sims had arranged a site visit with South Gloucestershire Officers regarding the siting of the posts. They were still trying to sort the matter out.
- c) **Back Lanes** – A resident asked about maintenance of back lanes and clearance of rubbish from the lanes. Cllr Pomroy explained that it was the responsibility of the resident to maintain their back lanes unless they were tarmaced.
- d) **Green Bin Collections** – A resident was worried about the wastage when emptying the green bins fortnightly during the winter months when they were likely to be half empty due the probable lack of garden waste. Cllr Pomroy explained that under the terms of the contract it was not possible to have reduced green bin collections during the winter but that eventually kitchen waste would be able to be put into the green bins which was not possible at present. If the black bin collection reverted to weekly, Council Tax would increase by 4%. At present, the system was working well and the Council were above their recycling targets.
- e) **Hewlett Packard** – A resident was concerned about the proposed amount of greenery to be lost if the outline planning application to build on land no longer

required by Hewlett Packard went ahead. Cllrs Sims and Pomroy were involved in the application and would pass on any comments at the Development Control West meeting on 30th September. Members of the public would be invited to comment at public meetings in due course.

- f) **Cotswold View** – A resident was worried about recurring problems in the area. Councillors were aware of disturbances in the area and reported that CCTV may be installed in the area.

658. SUBMISSIONS FROM MEMBERS: There were none.

659. URGENT ITEMS FROM THE CHAIR: There were none.

660. REPORTS FROM COMMITTEES:

- a) **Finance & General Purposes Committee:** Minutes of the meeting held 7th September 2004 were received.

Arising from Minute 493 (477) – Allotments – At the Southern Brooks Area Forum, the following grants had been awarded:

£5000 for Mortimer Road Allotment Society

£2500 for Filton People

£2500 for St Andrews.

Arising from Minute 497 – Statement of accounts – These were approved for year ending 2003/04.

Arising from Minute 498 – Pool Update – A contractors meeting had been held to try to sort out some of the problems in the pool. A fuller report would be made at the Finance Committee.

Arising from Minute 504 – CCTV – The Clerk reported that she had had a meeting with the Police Security officer who had suggested alternatives to the way the Council obtained quotations for the installation of CCTV.

Arising from Minute 505 – Play Area Quotation – The Clerk had used her negotiation skills to acquire a free see-saw when the new play area equipment is installed in November.

Arising from Minute 506 – Earth Bund – this was ongoing.

- b) **Planning Committee:**

Minutes of the meeting held 21st September 2004 were received.

Arising from Minute 87 – Planning Application F2070 – this had gone to appeal.

- c) **Clerks Report:**

- i) **ALCA** – A training day for Councillors had been arranged for Saturday 30th October from 9am–4pm at Bradley Stoke Jubilee Centre. Any Councillors interested in attending should inform the Clerk.

ii) **Sex Establishment** – An application for the renewal of the License had been received. No objections had been received.

iii) **CAMRA** – The Ratepayers Arms had been featured in the new edition of the Real Ale guide.

Agreed: to write to the Steward to thank him for his efforts.

Action: Town Clerk

iv) **Council Photo** – proofs were circulated of the photograph taken at the July meeting.

Agreed: to refer to the next Finance Committee to decide how many to purchase, etc.

v) **Filton Fresh Food** – Notes of the meeting held 16th September 2004 were circulated. The next meeting had been arranged for 20th

- October and a food demonstration evening had been arranged in the Badminton Hall on Friday 29th October from 4pm to 7pm.
- vi) **Changes to Bristol & Cardiff International Airports** – Notes were circulated about this. It was proposed by Cllr Blandamour that all flights over Filton should be stopped but this motion was not seconded.
 - vii) **Land Managers Workshops** – Information on this had been circulated.
 - viii) **Bristol Health Services Plan** – Information regarding public meetings about the future of Health service provision in the Bristol area had been circulated.
 - ix) **Shield Road Governor** – A vacancy had arisen for a Governor at Shield Road School
- Agreed:** that this be made an Agenda item at the next meeting.

661. REPORTS FROM OTHER ORGANISATIONS:

- a) **Childrens Playlink** – A series of events for children had been held on the Elm Park playing field, organised in conjunction with Filton People. The events had been very successful with an average of 75 children attending each day in Filton. Cllr Sims passed on his thanks to the Council on behalf of the organisers.
- b) **Community Safety Group** – Notes of the meeting held 27th July 2004 had been circulated. A further £1000 was needed in respect of the teen shelter, and Cllr Sims passed on his thanks to Terry McCormack, Site Maintenance Manager, for his work on the BMX track.
- c) **Viridor** – Relations between Viridor and the Town Council continued to improve and planting and fencing was planned at the site as part of an ongoing plan to improve the site.

662. SOUTH GLOUCESTERSHIRE COUNCILLOR REPORTS:

- a) **Transport** - Cllr Sims reported that a new group had been set up to look at transport feeding into the neighbouring authorities with a view to improving it.
- b) **Public Transport Forum** – Cllr Pomroy reported that this due to take place in Kingswood on 11th October at 7pm.
- c) **Health Scrutiny Sub-Committee** – This Committee was dealing with changes in the North Fringe and full details were available on the South Gloucestershire website.

663. OTHER REPORTS:

- a) **North Field Site Visit** – Cllrs Sims, Crane and Bell had been involved in the site visit to the North Field Site in Patchway. Parts of the site consisted of large areas of open space and woodland and the Councillors all thought it should be protected as there was lots of wildlife in the area. Outline planning permission had been granted and consultation had taken place in Patchway and the Area Forums. A promise had also been made by South Gloucestershire Council to protect the local Aerospace Industries in Patchway and Filton. Cllr Crane proposed that a recommendation be made that certain areas of the site should not be used for housing and that the woodland areas around the road and the original Hayes Farm should be preserved. This was seconded by Cllr Blandamour and the motion was unanimously passed.

Agreed: to write to Peter Jackson at South Gloucestershire Council with these comments. A map of the area would be studied beforehand to determine the exact areas where preservation was required.

664. ACCOUNTS: in the sum of **£80,797.76** (copy in Minute Book) were approved for payment.

665. CONFIDENTIAL ITEM: See attached sheet.

There being no further business the meeting closed at 9.30pm.

CHAIR

Minutes of a meeting of **FILTON TOWN COUNCIL** held on **Tuesday 26th October 2004** at 7.30pm in the Pavilion, Elm Park, Filton.

PRESENT: Cllrs R M Hutchinson (Chair), T W Pomroy (Vice-Chair), S J Sims, B A Freeguard, D Bell, D Hutchinson, S MacCallum, A R Hewlett, A P Monk, P Blandamour.

APOLOGIES: Cllrs J A Hutchinson, G A Crane, P Lillis.

666. EVACUATION PROCEDURE: The Chair drew attention to the emergency evacuation procedure as set out in the Agenda.

667. DECLARATIONS OF INTEREST: There were none.

668. MINUTES: of the meeting held 28th September 2004 were approved as an accurate record with an amendment to Minute 657d) – Green Bin Collection – this should have read that over the Christmas period there will be three consecutive black bin collections and one green bin collection.

669. MATTERS ARISING:

From Minute 637b) – Licensing Act – A Seminar had been arranged for 27th October at 7pm in the Pavilion for information on the new Licensing Laws which were being introduced in January 2005. It was open to everyone but would be particularly useful for Councillors and especially for Licensees.

From Minute 657b) – Grass Verges – The situation was ongoing and Cllr Sims had taken photographs which he would send to the appropriate South Gloucestershire Officer.

From Minute 660c(ix) – Shield Road Governor – This should be made an Agenda item at the next meeting.

Action: Town Clerk

670. SUBMISSIONS FROM THE PUBLIC:

a) **Kerbstones at Charles Road** – It had been reported at an earlier meeting that flooding occurred frequently on the corner of Charles Road and Filton Avenue. The Chair reported that this problem was now being looked at by South Gloucestershire Council.

b) **Conygre Road Shops** – Whilst the regeneration scheme in Filton Park was good for Filton, a member of the public enquired whether a similar scheme could be operated on the run down Conygre shops area. The Chair replied that nothing was planned for the foreseeable future but a planning application had been received for 818 Filton Avenue for new shop and flat above which may help to improve the appearance of the area. Thanks were passed on to Councillor Sims for his help in dealing with the problems of the grass verges.

c) **Back Lanes** – These were the responsibility of homeowners but a member of the public wanted to know how they stop general members of the public gaining access and sometimes tipping rubbish in the lanes. The Chair explained that an Alleygate could be erected but it would have to be arranged, erected and paid for by all the householders and not the Council, although a grant may be available from the Community Safety Group.

671. SUBMISSIONS FROM MEMBERS: There were none.

672. URGENT ITEMS FROM THE CHAIR: The Chair presented a bouquet of flowers to the Clerk and congratulated her on behalf of the Council following her recent wedding.

673. REPORTS FROM COMMITTEES:

- a) **Finance & General Purposes Committee:** Minutes of the meeting held 12th October 2004 were received.

Arising from Minute 509 – Filton Park Shops – The Chair confirmed that this was in the budget for next year. Draft plans were displayed and a questionnaire was due to be circulated shortly.

Arising from Minute 493 – Representatives on Outside Bodies – She 7 had been notified that Cllr Crane was the Council's representative for this but it was noted that only Councillors R and D Hutchinson were invited to Twinning meetings. Cllr R Hutchinson would make further inquiries.

Action: Cllr R Hutchinson

Arising from Minute 524 – Folk Centre Update – It had been agreed between the Council and the Officers of the Community Association that 1st April 2005 would be the target date for the Council to take over the running of the Folk Centre. Talks were ongoing about the best way forward and the Clerk and the Operations Manager were due to meet with the Treasurer of the Community Association shortly.

- b) **Planning Committee:** Minutes of the meetings held 5th and 19th October were received.

Arising from Minute 96 – Planning Applications – F2083 – PT04/3351/F – 9 Blenheim Drive, Filton – Cllr Sims would check this out as it did not appear to be in keeping with neighbouring properties.

Councillor Sims also agreed to check out an extension on the corner of Conygre Grove and Filton Avenue as this had been extended to the front of the building and looked unsightly.

Action: Cllr Sims

- c) **Millennium Green** – Minutes of the meeting held 20th October were circulated. This had been a positive meeting with offers of help from various members of the public as well as Councillors. Officers from South Gloucestershire Council would now be approached for help as well.

674. REPORTS FROM OTHER ORGANISATIONS:

- a) **Filton Fresh Food Project** – Notes of a meeting held 20th October were circulated. This event was taking place in the Badminton Hall on Friday 29th October at from 3-7pm and would hopefully lead to a fresh food market or something similar being developed in the Filton Area for local producers to sell their products.

- b) **Public Transport Forum** – Cllr Bell gave a verbal report and reported that the most controversial item was the Bus Strategy Revue. This would be discussed more fully at the next Public Transport Forum on 14th February 2005.

- c) **Parish Charter Working Group** – Minutes of the meeting held on 1st September 2004 were circulated. Concerns were raised about the future of the Area Forums and this would be discussed again.

- d) **Four Towns Transport** – This had joined with Vale Link and had been renamed Four Towns and Vale Link Community Transport.

675. SOUTH GLOUCESTERSHIRE COUNCILLORS REPORTS:

Councillors R Hutchinson, Sims and Pomroy reported on various meetings they had attended.

- a) **Cllr Sims** reported on the proposed closure of Grace Ward in Thornbury. He also had attended the Communities Select Committee which had discussed the Draft for Local Community paying particular attention to Education and getting back to work. He had also attended Planning and Transport at which the bus routes in Filton were discussed.
He also attended Development Control West where it was reported that the Planning Application for the new Rolls Royce building had gone through. Despite this, objections from residents whose homes backed on to the proposed new building were hoping to turn the site into a village green to protect it from development.
- b) **Cllr Pomroy** had attended the Planning meeting where plans for Rolls Royce and New Road Playing Fields had gone through. The number of houses approved had been reduced from 85 to 23. Also approved was the amended proposal to build 8 storey accommodation for students at the University of the West of England
- c) **Cllr R Hutchinson** – reported on the Cabinet, during which a discussion took place on the future of rural schools. A list had been circulated of Buildings and Structures in South Gloucestershire and the SHE 7 building was included. He had also attended the Sub-Regional Partnership and had a copy of a new publication 'Regional Spatial Strategy' if any one wanted to have a look.

676. OTHER REPORTS:

- a) **Traffic Light Sequence** – The sequence of traffic lights at the junction of the Link Road with Emma-Chris Way was too quick for Old Age Pensioners to cross safely. Councillor Sims would check this out.
- Action: Cllr Sims**
- b) **Philip Winter** – A complaint had been made by a resident that he could not gain access to the Council's accounts. The matter was being dealt with by the Chair and Town Clerk.

677. ACCOUNTS: In the sum of **£80,797.76** (copy in Minute Book) were approved and signed.

There being no further business the meeting closed at 9.30pm

Minutes of a meeting of **FILTON TOWN COUNCIL** held on **Tuesday 30th November 2004** at 7.30pm in the Pavilion, Elm Park, Filton.

PRESENT: Cllrs R M Hutchinson (Chair), T W Pomroy (Vice-Chair), S J Sims, G A Crane, P Blandamour, D Hutchinson, A R Hewlett, B A Freeguard, J A Hutchinson.

APOLOGIES: Cllrs D Bell, P Lillis, S.J.MacCallum, A P Monk.

678. EVACUATION PROCEDURE: The Chair drew attention to the emergency evacuation procedure as set out in the Agenda.

679. DECLARATIONS OF INTEREST: There were none.

680. MINUTES: of the meeting held Tuesday 26th October were approved as an accurate record with an amendment to Minute 674b) – Public Transport Forum. The Bus Strategy Review would be discussed more fully at the next Area Forum on 16th November 2004. The next Public Transport Forum was on 14th February 2005.

681. MATTERS ARISING:

From Minute 673b) – Planning Committee – Application F2083 – 9 Blenheim Drive.
Cllr Sims reported that the application had been made to tie in with all the other houses in the rank and make them all the same, including the garages.

682. SUBMISSIONS FROM THE PUBLIC:

- a) **Bus Shelters** – There were concerns about the general state of bus shelters in Filton, but Ventnor Road in particular. The Clerk explained that this was an ongoing problem as the cleaning contractors could only use strong chemicals to remove graffiti and this caused the polycarbonate to turn cloudy. One solution that the Council was looking at was to replace all panels with glass.
- b) **Student Accommodation in Filton** – Concerns were made about the number of planning applications being submitted for multiple occupancy residences which may be let out to students who do not pay Council Tax, forcing the cost up for those that do pay. The Chair replied that each application is looked at individually and the Council cannot stop landlords renting their properties to Students. More building of Student accommodation on the University site may mean fewer students will be resident in the area when the building work was completed.
- c) **Conygre Road shops area** – The question was asked whether a regeneration scheme could be implemented in the Conygre Road area like the one in Filton Park. The Chair explained the Filton Park scheme was part of a major road improvement scheme, but that since a change in policy had taken place at South Gloucestershire Council, schemes could be considered that were tied to road maintenance schemes such as one for Filton Avenue. The recent Planning Application for 818 Filton Avenue had not been for replacement shop front with a flat above but was for a house to be attached to 818 Filton Avenue and would probably be turned down.
- d) **Filton Roundabout** – Concerns were raised about the volumes of traffic created during the work on the roundabout. The Council had no control over this but things would hopefully settle down when all the work was finished and the traffic lights were fully operational.

- e) **Bicycle Lanes** – Signs to identify the cycle lanes were needed as the paint was wearing thin. The Chair would check the maintenance programme and also said this item would be on the Transport Forum Agenda.
Action: Cllr R Hutchinson
- f) **Litter** – Concerns were raised about the amount of litter in the area despite more litter pickers being used. Cllr R Hutchinson would have a word with the Principal at Filton College to see if he could erect signs around the College to encourage people to put their rubbish in the bins.
Action: Cllr R Hutchinson
- g) **Traffic Problems** – Problems of increased traffic in the Monks Park and Northville Road areas had been partly caused by Bristol City Council implementing new road schemes on the borders with South Gloucestershire. The Chair explained that despite consultation with both sides the Council had no influence over what Bristol City Council did. Speed humps due to be installed in Braemar Avenue may have an effect on the volume of traffic and also the completion of the roundabout scheme.
- h) **Combination Ground** – a request was made for proper landscaping around the area when it was developed. Cllr Sims would make recommendations at the Development Control West Committee. The hedges planted around the ATC Squadron in Pine Grove had grown well and were effective against vandalism as they were very prickly.
Action: Cllr Sims
- i) **Post Codes** – A resident asked whether the Council could get all Filton areas in the BS34 post code instead of BS7 which meant higher insurance premiums. The Clerk explained that they had approached the Post Office and Postwatch on several occasions and had been told it was not possible.

683. SUBMISSIONS FROM MEMBERS:

- a) **War Memorial** – A discussion took place on whether the Council should send a wreath to the Remembrance Day service which takes place in Filton. The Chair said that he had never been invited to a Remembrance Day event in Filton, but members explained that this was not an official Royal British Legion Service, but one that took place at St Peters Church on Remembrance Day. It was also discussed whether the Sports and Leisure Centre should observe a minutes silence on Remembrance Sunday as this was usual for other South Gloucestershire Leisure Centres.
Agreed: to make this an Agenda item for the next Finance Committee and look at getting a policy together by next November to mark Remembrance Day in Filton.
Action: Town Clerk
- b) **Damaged Fence in Monks Park Playing Field** – Cllr Pomroy reported that a hole in the fence in the playing field at Monks Park school was causing problems to residents whose houses backed on to the field. Pupils were sheltering there whilst playing truant and despite attempts to get Bristol City Council to fix it, nothing had been done.
Agreed: that the Council write a letter to Bristol City Council to ask them to fix the fence before something serious occurs. Cllr R Hutchinson would also bring it up at the next meeting of the Community Safety Group.
Action: Cllr R Hutchinson
- c) **Allotments** – Bristol City Council had sent a letter to allotment holders at the site behind Avonsmere caravan park about the ownership of the allotments. The Clerk

confirmed she had also had a letter about this asking if the Council wanted to take over ownership.

Agreed: to make this an Agenda item at the next meeting of the Finance Committee.

Action: Town Clerk

- d) **Damaged sign** – A Filton Avenue name sign just past its junction with the Link Road had been damaged by a vehicle and could cause a danger to the public. Cllr R Hutchinson would report this.

Action: Cllr R Hutchinson

684. URGENT ITEMS FROM THE CHAIR: There were none.

685. REPORTS FROM COMMITTEES:

- a) **Finance & General Purposes** – Minutes of the meeting held 9th November were received.

- b) **Planning Committee** – Minutes of the meetings held on 2nd and 16th November were received.

Arising from Minute 101 – Planning Application F2092 – The Planning Application for 1 Dunkeld Avenue was being re-submitted.

- c) **Staffing Committee** – see Confidential Appendix

- d) **School Governors** – There were vacancies for Minor Authority Governors at Filton Hill and Shield Road schools.

Agreed: that as there were no volunteers from the Council that the schools make their own appointments as they had nominees already for both schools.

Action: Town Clerk

- e) **Town Clerks Report** –

Arising from B – Sub-Regional Spatial Strategy – Further information for interested parties was available on the West of England Partnership website.

Arising from C – Dog (Fouling of Land) Act 1996 – The dog warden should be asked to visit the Millennium Green as well as the Playing Field.

Action: Town Clerk

Arising from G – Workshop on Supplementary Guidance for Telecommunications Network Infrastructure – Cllr D Hutchinson expressed an interest in attending this if she could get time off work.

Arising from H - Land Behind the Bulldog – The meeting scheduled for 1st December had been postponed and a new date would be arranged for the new year. The Police would also be invited.

Arising from I – Filton Roundabout – All Councillors were invited to the launch of the Spirit of Flight due to take place at 6.30pm at Filton Library. Spouses were also invited. Cllrs R, J & D Hutchinson, Sims, Pomroy, Freeguard, Crane and Hewlett expressed an interest in attending along with the Clerk.

Arising from J – Bus Shelters – This would be an Agenda item on the next Finance Committee when the quotes to put glass in the shelters would be discussed.

Action: Town Clerk

686. REPORTS FROM OTHER ORGANISATIONS:

- a) **Filton Festival of Food** – This event had been very successful and it was hoped that another one would be held in the spring. The results of the survey in connection with the Festival would be circulated in due course.

- b) **Local Agenda 21** – Notes of the meeting held 27th October 2004 had been circulated.
- c) **Splatts Abbey Wood** – Cllr Freeguard gave a verbal report on the meeting he had attended on 27th October. The group were looking for volunteers for a coppicing day to be held on 5th February 2005. Supervisors would be available on a one to one basis so it was advisable to book a place early.

687. SOUTH GLOUCESTERSHIRE REPORTS: Councillors Sims, Pomroy and R Hutchinson reported on meetings they had attended.

a) **Cllr Sims** had attended the Development Control West Planning meeting. Affordable housing in the area was discussed and Cllr Sims pointed out a good example of a low cost housing development was the Linden Homes site in Horfield. He had also attended meetings on Planning, Transport and Environment and Forest of Avon where it was reported that the money provided from the Countryside Agency had been reduced.

b) **Cllr Pomroy** had attended the Licensing Committee meeting. They had recently held a series of seminars throughout the area to consult people about the proposed changes to the Law due to come into effect in 2005. The Policy would go before a special meeting on 5th January 2005.

At the Health Select Sub-Committee the proposed changes to the NHS hospital provision in the area was discussed but nothing had been agreed yet.

c) **Cllr R Hutchinson** reported on the recent Cabinet meeting where they received a presentation from the North Bristol Trust. This will be discussed again at the next Cabinet meeting on 6th December.

He also reported on the Electoral/Boundary Review. A working group had produced a report detailing some major changes but which did not affect Filton.

The report had been passed on to the Boundary Committee for any comments.

He also gave brief verbal reports on the Housing Review and Southern Brooks presentation on the bus review,

which included confirmation that in spite of reports in the local press the 571 bus would be running half hourly in future, but that it would run as a commercial service supplied by South Gloucestershire Bus Company. It was also confirmed that rubbish collection over the Christmas period was not as had been previously reported. The usual system would apply but on the first black bin collection after Christmas the collectors would take side waste in black bags.

688. CAGE OUTSIDE CELLAR: A quotation to erect a cage outside the door to the cellar had been received and was of a slightly more pleasant design than the previous quotation received. Because there was no Finance Committee in December a decision needed to be made before the January meeting to try to save time.

Agreed: the Chair and Clerk to the Council liaise and make a decision.

Action: Cllr R Hutchinson/Town Clerk

689. ACCOUNTS: in the total sum of **£70,803.85** (copy in Minute Book) were approved for payment and signed.

There being no further business, the meeting closed at 9.30pm