

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

APOLOGIES: Cllrs J A Hutchinson, D Bell, C Hewlett, G A Crane.

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

841. DECLARATIONS OF INTEREST: Cllr R M Hutchinson declared a personal and prejudicial interest in Planning Application PT06/0154/F – Your Works Ltd, and Cllr S Sims declared an interest in Filton People.

A Minute's silence was held in memory of 2 former Councillors and a former Clerk all of whom had sadly passed away recently. Dr Jack Bloom had served the Council from 1967 until his retirement in 1993. He had been awarded the MBE in 1994 and died on 5th January 2006.

Councillor Audrey Monks had served on the Council from 1979 until 2003. She was a dedicated and well respected member of the Council and was an active member of the Twinning Association. Audrey died on 31st January 2006.

Former Clerk John Lucena worked for the Council from May 1979 until his retirement in January 2002. He had previously served on Sodbury Rural District Council and also had been instrumental in obtaining lottery funding for the refurbishment of the swimming pool. John was a keen musician and had started the popular Jazz and Country music nights held at the Ratepayers Arms. John died on 27th January 2006.

842. MINUTES: of the meeting held 13th December 2005 were approved as an accurate record.

843. MATTERS OF REPORT ARISING: *Arising from Minute 831 (818i) – Reduced Council Tax* – Cllr Sims reported that some figures had now been received but it may be better to wait until September or October when the latest figures for the year would be available.

Action: Town Clerk

Arising from Minute 831 (818ii) – Trim Trail – Cllr Freeguard had made enquiries regarding the original contractors of the Trim Trail in Filton Park but unfortunately they had retired. He was now pursuing another line of enquiry.

Action: Cllr Freeguard

Arising from Minute 831 (819b) – Reptile House – It was reported that this shop had been the victim of a burglary along with other outlets in the area. The shopkeepers were now arranging for shutters to be installed.

Arising from Minute 831 (820c) – Patchway and Bradley Stoke Community Development Project – Cllr Sims reported that this group had been re-named as the Southern Brooks Development Group and they were still waiting to hear from the Town Council concerning the election of a representative from the Council to attend their

meetings. *Agreed:* To check to see if correspondence about this had been received by the Clerk and to make it an Agenda item for discussion at the next meeting.

Action: Town Clerk

Arising from Minute 835 – Planning Committee – It was reported that Planning Permission for the Heron Homes sign on the site opposite Airbus was not needed if the sign was only being erected for a short time. No application for development of the site had been received by Filton or South Gloucestershire Councils. A public presentation was due to take place on Thursday 9th February from 5-8pm for members of the public at the WISE building by Filton High School about planning application PT06/0164/F – Erection of 165 dwellings on playing fields at New Road. This application would be discussed at the next meeting of the Planning Committee on 7th February.

Arising from Minute 836a) – Filton Male Voice Choir – The Council was thanked for its' support regarding the possibility of backing a new Filton based choir.

Arising from Minute 837a) – Local Transport Capital Programme – The traffic island on the A38 at the entrance to the Airbus car park had been highlighted as a priority.

844. SUBMISSIONS FROM THE PUBLIC:

- a) **Travel Tokens** – A resident asked why she could not use her free tokens before 9am. The Chair replied that the 9am start was actually an improvement on what was originally planned. The tokens entitled people to travel anywhere in the four neighbouring boundaries from 9am instead of just to the South Gloucestershire boundary after 9.30am.
- b) **Pedestrian Crossings** – A resident pointed out that having pedestrian crossings close to a roundabout was extremely dangerous as it could cause a backlog of traffic. The Chair replied that South Gloucestershire Council carried out full planning procedures and surveys when road traffic management schemes are planned to try to avoid such problems.

845. SUBMISSIONS FROM MEMBERS: There were none.

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

847. REPORTS FROM COMMITTEES AND THE TOWN CLERK:

- a) **Finance and General Purposes Committee** – Minutes of the meeting held 10th January were received. *Arising from Minute 678 – Budget and Precept Requirements* – It was confirmed that the budget and precept figures would be agreed at the next Finance meeting and brought to the next Council meeting. *Arising from Minute 680 – Capital Programme Update* – It was reported that some progress had been made on the cycle speedway track. An architect had been appointed and plans would be drawn up with comparative figures being produced to see if any of the construction work could be done in-house to save costs, or if it would need to be done by a construction company. The Filton Cycle Speedway Club had been formed and was looking for new members.
- b) **Planning Committee** – Minutes of the meetings held 3rd and 17th January were received. *Arising from Minute 180 – Feedback on 514 Filton Avenue* – The Bangladesh Restaurant was serving customers after 11pm and therefore contravened the Licensing Laws. Health and Safety Officers would be called in to investigate this as the Restaurant had already been ordered to cease trading on 17th January.

- c) **List of Meeting Dates** – for 2006 had been circulated and noted.
- d) **Dog Fouling** – Information on new powers by Local Authorities being able to issue fixed penalties had been circulated.
Agreed: to defer any decision until new legislation from South Gloucestershire Council about Clean Neighbourhoods and Environment was issued.
- e) **Road Traffic Regulation Act** – Information about waiting restrictions on the A38 Gloucester Road North and speed cushions and waiting restrictions on Braemar Avenue was noted.
- f) **ALCA** – The latest newsletter had been circulated. Of particular interest was an article on Parish Plans which are usually developed by Councils together with local organisations and members of the public.
Agreed: that the Parish Plan be an Agenda item at the Parish Assembly in May.

848. REPORTS FROM OTHER ORGANISATIONS:

- a) **Fresh Food** – Notes of the meeting held 18th January had been circulated. It was noted that the group were trying to produce a business plan and organized the next three markets which would be held on the last Thursday of each month.
- b) **Filton Families** – Minutes of the meeting held 16th January were noted.
- c) **Twinning Association** – Notes of the meeting held 17th November had been circulated and a verbal report was given on the meeting held 19th January. Plans were well under way for the Twinning visit from France and Germany in June and members were looking for host families to put up visitors.
- d) **Filton People** - Notes of the meeting held 12th December together with the latest workers report had been circulated. It was noted that the group had done some work with Filton College on improving community relations.
- e) **Filton Community Association** – A verbal report on the recent meeting was made by Cllr D Hutchinson. It was noted that future meetings should be advertised to the public to comply with the Charities Commission ruling. It was also reported that Jill Freeguard was the new Secretary. Future events planned included a Silent Film evening and an Abba Tribute band.
- f) **Four Towns Transport** – Cllr Freeguard gave a verbal report on the latest meeting.

849. OTHER REPORTS:

- a) **Community Awards** – Nominations were invited for this year's awards. The Clerk had nominated Ruth Perkins for her longstanding work helping the Community, Cllr Pomroy nominated Lionel Harvey, a founder member of the Filton Male Voice Choir and Cllr Sims nominated Margaret Morris for her work at Pyramid Youth Club.
Agreed: to submit nomination forms for all three people.
- b) **Rural Affordable Housing Strategy Consultation** – A report on this from South Gloucestershire Council was noted.
- c) **Bristol City Council - Regulation 28 (3)(C)** – It was not clear what was meant by this correspondence from Bristol City Council. Cllr A Hewlett agreed to investigate further and report back to the next meeting.
Action: Cllr A Hewlett
- d) **South Gloucestershire Strategic Green Belt Assessment** – the information had been circulated and noted.
- e) **South Gloucestershire Local Plan** – It was noted that information on this was available on the web-site.

- f) **Access to Housing – Consultation Event** – Information on this meeting due to be held on 15th February was noted.
- g) **Planning – Gain Supplement Consultation** – Information on this had been circulated. Cllr Sims was due to receive an abridged version shortly and would make a report on this at the next meeting.

Action: Cllr Sims & Town Clerk

- h) **North Bristol Advice Centre** – A verbal report was given by Cllr Sims on the recent meeting he had attended. A speaker had given a talk on family credit systems and the problems of poverty.
- i) **Pyramid YC** – Cllr Sims gave a verbal report on a meeting he had recently attended. He had heard a list of requests from local youths in connection with proposed skate park at Elm Park and suggested Councillors visited St Georges Park to view the facilities there. It was also suggested that a representative from the group be invited to speak at a future Town Council meeting to put forward their suggestions.

Action: Town Clerk

850. SOUTH GLOUCESTERSHIRE MATTERS:

- a) **Cllr Pomroy** – reported on meetings he had attended about the Health Scrutiny Sub-Committee where there had been an out of hours service update and a Mental Health report on adults of working age. He also reported that Independent Treatment Centres were planned which would free space for more urgent operations by carrying out minor operations. He was also due to attend a meeting on Licensing Regulations which would look at feedback from the Police, Fire Brigade, Trading Standards and Environmental Health following the issue of the new licenses.
- b) **Cllr Sims** had attended a Planning meeting and reported that a site visit was due to be carried out on the Planning Application for 6-8 Northville Road. He had also attended the Southern Brooks Area Forum.
- c) **Cllr R Hutchinson** had attended budget and consultation meetings and reported that the budget figure for the forthcoming year had nearly been agreed. There would probably be a 5% increase on Council Tax but there were several issues yet to be decided. He also reported that a motion had been passed to promote Fair Trade Goods in South Gloucestershire.

851. PLANNING APPLICATION: Application PT06/0154/F – Your Works Ltd. The Application was for change of use from Class A1 (retail) to mixed use Class A1 and B1 (Office) and had been referred to full Council from the last meeting of the Planning Committee due to adverse comments being received from members of the public. After a short discussion it was agreed to object on the grounds that it was a busy area, there may be increased traffic and parking problems and it was not in keeping with the surrounding area as the retail outlets were to be encouraged to the area as part of the regeneration programme. Cllr R Hutchinson declared a personal and prejudicial interest and did not take part in the discussion.

Agreed: to inform South Gloucestershire Council of this decision.

Action: Town Clerk

852. ACCOUNTS: In the total sum of **£83,612.36 (copy in Minute Book)**, were approved for payment with the exception of a cheque in the sum of £1099.33 payable to Avon Garden Machinery. This was to allow time for the Clerk to check if the cost of the maintenance work carried out on the cutters was covered by a warranty.

Action: Town Clerk

There being no further business the meeting closed at 9.25pm.

CHAIR

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

APOLOGIES: Cllrs D Bell, A P Monk.

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

854. DECLARATIONS OF INTEREST: Cllrs R M and J Hutchinson declared a personal and prejudicial interest in planning application PT06/0154/F – Your Works Ltd and Cllr Sims declared an interest in Filton People.

A Minute's silence was held in memory of Councillor Stuart MacCallum who had died suddenly on 21st February 2006. Stuart had been a sitting member of Filton Town Council since May 1983 and had served on Northavon District Council from May 1987 to May 1995. Stuart would be missed by his fellow Councillors and his constituents in Conygre ward along with friends and family, especially his elderly parents for whom he was a full time carer.

855. MINUTES: of the meeting held 31st January 2006 were approved as an accurate record.

856. MATTERS OF REPORT ARISING: *Arising from Minute 843(831) – Trim Trail –* Cllr Freeguard was still pursuing this and was waiting for more information from the Community Service Co-Ordinator.

Arising from Minute 849a) - Community Awards – It was confirmed that the names of the nominees would be publicised whether their application for an award was successful or not. *Arising from Minute 849g) – Planning Gain Supplement –* Cllr Sims had asked for guidelines from South Gloucestershire Council about this as the situation was not clear, especially in connection with Section 106 Agreement funds. He would circulate more information when it was available.

857. SUBMISSIONS FROM THE PUBLIC:

a) **Dispersal Orders** – A resident asked for clarification on the current situation.

The Chair replied that dispersal orders had been used on youths in the Filton area to move people who were causing a nuisance in some areas and the Police were due to extend the current one until 15th April. Although the order had been successful there were no plans to extend it past this date.

b) **Redrow Homes Planning Application** – Some residents had reported that they had received notification of an application to build 65 flats on the piece of land opposite BA Systems at the top of Southmead Road and they were concerned about the impact this would have on the area. The main concerns were extra traffic, parking, access and drainage. The Chair confirmed that this was due to be discussed by the Planning Committee at the next meeting on 7th March and whilst the Council could not comment at present, all concerns would be addressed at the meeting and comments would be posted on the web-site.

858. SUBMISSIONS FROM MEMBERS: There were none.

859. URGENT ITEMS FROM THE CHAIR: The Chair reported that he had attended the Airbus Fuel Systems Test opening which was an important day for Filton and was opened by Prince Andrew, Duke of York.

860. REPORTS FROM COMMITTEES AND THE TOWN CLERK:

- a) **Finance & General Purposes Committee** – Minutes of the meeting held 14th February 2006 were received. *Arising from Minute 687 (681) – Bar TV* – The Clerk reported that she was in the process of obtaining quotes to replace the Telewest Bar TV package and it would be on the Agenda of the next Finance Committee. *Arising from Minute 690 – Capital Programme Update* – The notice boards had been received and were due to be erected shortly.
- b) **Precept Recommendation Ratification** – The recommendation from the Finance Committee was for the precept for 2006/07 to be set at £443,550. This would mean the equivalent of a £13.35 per year increase, or just under 25p a week for a Band D property in Filton. The planned Capital projects did not affect the precept figure. A 7% price increase had been agreed across the board except the Bar prices as a no smoking ban was due to be introduced with effect from 31st March and the Council wanted to monitor the effect on figures before implementing any price increase. The recommendation was proposed by Cllr R Hutchinson and seconded by Cllr Pomroy.

Agreed: that the recommendation be accepted by 9 votes in favour with one abstention.

- c) **Planning Committee** – Minutes of the meetings held 7th and 21st February were received. *Arising from Minute 185 – Feedback* – Cllr A Hewlett had attended a site visit in connection with Planning Application PT05/3124/F – 6/8 Northville Road. The meeting had got a bit heated due to the fact that the owner of the property refused Cllr Hewlett admission to the rear of the property and he was therefore unable to put together an informed argument on behalf of the Council. He was due to attend the Planning meeting at South Gloucestershire Council on 2nd March on behalf of the Council to make its' views known.

It was recommended by Cllr Crane and Seconded by Cllr Freeguard that the Council write to South Gloucestershire Council to complain about the treatment of Cllr Hewlett at the site meeting.

Agreed: That a letter of complaint be sent but that an e-mail be sent first.

Councillors R and J Hutchinson did not vote on this issue.

Action: Town Clerk

Arising from Minute 186 – Planning Applications – The Committee carried out their own site visit in respect of Planning Application PT06/0550/CLE, which was an application for a certificate of permitted development – 145 Conygre Grove rear garden. A garage had been built by a resident on a rear lane which blocked access to other properties. The Committee would investigate whether planning permission for the garage had been obtained and would report back to the next meeting.

It was also reported that an appeal was due to be heard next month in respect of Planning Application PT05/2354/F – 514 Filton Avenue.

861. REPORTS FROM OTHER ORGANISATIONS:

ai) Four Towns & Severn Vale Transport – It was reported that they had won a contract with Help The Aged to transport elderly people in the Bristol area. They were also running a scheduled bus service which it was hoped would eventually show a profit.

a) Filton Fresh Food – Minutes of the meeting held 13th February had been circulated. The group were now looking at drawing up a constitution and were working on forming a business plan. Feedback from the latest market held on 23rd February was that it was well attended and was beginning to become established with the afternoon time slot on the last Thursday of each month.

b) Filton 2000 – Minutes of the meeting held 21st February were tabled. Cllr D Hutchinson reported that any extra help that people can provide would be appreciated by the Committee. Cllr Freeguard offered to ask the Four Towns and Severn Vale Committee to see if help could be given with transport to the Festival on 9th July.

Action: Cllr Freeguard

c) Local Agenda 21 – A report of the meeting held 31st January had been noted.

d) Public Transport Forum - A report of the Forum held 13th February had been noted.

e) ALCA – Newsletters for January and February had been circulated.

f) Southern Brooks Development Group – Correspondence had been received asking to appoint a representative from Filton Town Council. Cllr Sims was nominated by Cllr Pomroy and this was seconded by Cllr Crane.

Agreed: that Cllr Sims be the representative from the Council.

Action: Town Clerk

g) Filton Community Association – Cllr D Hutchinson gave a verbal report on the meeting she had attended on 7th February. Two members of staff had left and a new parent and toddler group had started. Future events planned included the Phantom of the Opera Night on 18th March and an Abba Tribute night on 2nd September.

h) Filton Twinning Association - Minutes of the meeting held 19th January had been circulated together with notification of the AGM due to be held on 30th March. It was noted that the cost of the barn dance would be discussed at the next Finance Committee. They were also looking at the possibility of using a temporary stage for the barn dance and Shield Road School had offered the use of one. Cllr Freeguard offered the use of a temporary stage at the ATC buildings if the Shield Road stage was not suitable. The main fundraising event was the dance due to take place on 1st April at the BAWA where a good band was booked. Members were still looking for host families to help with accommodation during the Twinning visit in June.

i) St Andrews – It was reported that a recent disabled entertainment night was held and was well supported by children and parents.

862. OTHER REPORTS:

a) NALC Awards – Information had been circulated concerning the NALC Awards for Website of the Year, Newsletter of the Year, Annual Report of the Year, Council of the Year and Clerk of the Year.

Agreed: To nominate Filton Town Council in all categories.

Action: Town Clerk

- b) **Chairing Skills Training Day** – Information had been circulated about this. Cllrs D Hutchinson and C Hewlett expressed an interest at this stage.
Agreed: That the Clerk arrange for 2 places provisionally to be booked for 23rd March. She would also make enquiries to see if the course was going to repeated later in the year.

Action: Town Clerk

- c) **NHS Reconfiguration** – The Chair reported on the changes that were being considered to the number of PCT's and Health Authorities in the Region. The South Gloucestershire Council recommendation was that there should be 1 strategic health authority covering the South West Region with 7 PCT's in the West of England sub region and they were consulting local Town and Parish councils for their views.

Agreed: to support the South Gloucestershire Council recommendations.

863. SOUTH GLOUCESTERSHIRE MATTERS:

- a) **Cllr Pomroy** – reported on meetings he had attended during the month. He reported that an Independent Treatment Centre had been set up in Shepton Mallet which would treat patients undergoing minor operations. He also looked at complaints concerning the new access ramp to the HSBC bank cash machine in Filton Park. Following numerous phone calls and e mails, together with advice from the Police community Safety Officer, the bank had agreed to revise the access and egress points. He also reported that access to the Tesco Express on the A38 was due to be looked at to see if the problem of cars backing onto the main road could be resolved.
- b) **Cllr Sims** – reported that he had attended the Public Transport Forum where the Joint Local Transport Plan had been discussed. He had also attended the Planning Committee where a commitment to looking at urban areas as well as rural areas had been made.
- c) **Cllr R Hutchinson** – reported that the round of budget meetings had been completed and agreement had been reached. Free bus passes were to be issued to all pensioners and people with disabilities. Tokens would no longer be issued but an increase of £115,000 had been put into the budget to improve community transport. Community home care charges had been looked at and changes were being made to benefit those people on lower incomes. The agreed figure equated to a 5% increase in Council Tax equivalent to £50 per year on a Band D property.

862. ACCOUNTS: in the total sum of **£81,039.79** (copy in Minute Book) were approved for payment with the exception of a cheque in the sum of £1926.48 for Octagon Heating Ltd. The Clerk would investigate exactly what work had been carried out to the boilers and would report back to the next Finance committee.

Action: Town Clerk

There being no further business the meeting closed at 9.45pm

CHAIR

Minutes of a meeting of **FILTON TOWN COUNCIL** held **Tuesday 28th March 2006** at 7.30pm in the Pavilion, Elm Park, Filton.

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

APOLOGIES: Cllrs A P Monk, D Hutchinson, J Hutchinson, A Hewlett, C Hewlett.

- 865. EVACUATION PROCEDURE:** The Chair drew attention to the emergency evacuation procedure as set out in the Agenda.
- 866. DECLARATIONS OF INTEREST:** Cllr Sims declared a personal interest in Filton People.
- 867. PRESENTATION ON BMX/SKATE PARK:** This was unable to take place and would hopefully be re-arranged for a future date.
- 868. MINUTES:** of the meeting held 28th February 2006 were approved as an accurate record.
- 869. MATTERS OF REPORT ARISING:** *Arising from Minute 856 – Trim Trail* – Cllr Freeguard was still making enquiries about this. *Arising from Minute 856 – Community Awards* – The Clerk was glad to report that Ruth Perkins had been awarded a Community Award following the nomination from the Council. *Arising from Minute 863b) – Chairing Skills Training Day* – It was reported that Councillors Hewlett and Hewlett had been due to attend this beneficial course. *Arising from Minute 863a) – South Gloucestershire Matters* – Cllr Pomroy had talked to HSBC bank about cash machine safety and following public pressure they had agreed to improve safety for users of the cash machine, subject to the necessary planning consent. He was also due to attend a meeting with Tesco Express shortly concerning the problem of traffic backing onto the A38 and causing problems. *Arising from Minute 863c) – South Gloucestershire Matters* – it was reported that all free bus passes should be issued by 1st April.
- 870. SUBMISSIONS FROM THE PUBLIC:**
- a) **Planning Application from Redrow Homes – Southmead Road/Gloucester Road North** – *Councillors Sims and Pomroy removed themselves from the meeting*
Concerns were raised from several worried local residents about the proposed application for the erection of 65 flats with associated parking. The main areas of concern were loss of privacy due to the height of the proposed building, parking, access and drainage. The Planning Committee had looked at the application and had raised similar objections to those of the residents. The Chair fully understood their concerns and explained the procedure concerning applications and about how to make

their objections at the South Gloucestershire Development Control Planning meeting. Residents would be notified when this was due to take place. He also reported that the head of Charborough Road School had also raised an objection because the road layout would mean the possibility of extra traffic coming up the road past the school. A representative from Redrow homes would give a presentation on the application at a future date.

Councillors Sims and Pomroy returned.

b) Parking around Filton College -

A resident complained about the number of vehicles parking on roads in and around the college, particularly Cleve Road, Boverton Road and Blenheim Drive, causing obstructions to road sweepers, refuse lorries and emergency vehicles. The Chair replied that the college had taken steps to ask the students to park carefully but he would raise the matter with the Police to see if anything else could be done. A resident also asked for another litter bin to be installed in the area and the Chair confirmed he would look into this as well.

Action: Cllr R Hutchinson

871. SUBMISSIONS FROM MEMBERS:

a) BT Phone Box – It was reported that glass had been smashed in the phone box at the King George VI end of Filton Avenue. The Clerk confirmed she would inform BT.

Action: Town Clerk

b) Hatching On Filton Roundabout – Repainting of the yellow boxes was required. The Chair confirmed he would see what could be done.

Action: Cllr R Hutchinson

872. URGENT ITEMS FROM THE CHAIR:

a) Election – Following the death of Councillor Stuart MacCallum a vacancy had arisen in the Conygre Ward. No notification of any nominees had been received so the vacancy would be filled by co-opting a member at the April meeting.

873. REPORTS FROM COMMITTEES AND THE TOWN CLERK:

a) Finance & General Purposes Committee – Minutes of the meeting held 14th March 2006 were received. *Arising from Minute 702 – Capital Programme Update* – The Chair reported a meeting with Kendal Kingscott had taken place and a report would be circulated shortly. *Arising from Minute 703i) – Bar Opening Hours* – the new opening hours would be monitored for approximately one month. The Chair also reminded everyone that the no smoking ban was due to take effect with effect from Friday 31st March. *Arising from Minute 705 – Commemoration of Past Members* – A musical tribute evening in memory of former Clerk John Lucena had been arranged for Thursday 18th May. *Arising from Minute 708 – Memorial Bench at Elm Park* – The Clerk

reported that she had not yet made contact with the resident who wanted to place a bench somewhere on the field in memory of her sister.

- b) **Planning Committee** – Minutes of the meetings held 7th and 21st March were received. It was reported that Planning Permission for 6/8 Northville Road, conversion of two semi-detached houses into 9 flats, had been granted.

874. REPORTS FROM OTHER ORGANISATIONS:

- a) **Fresh Food Meeting** – Notes from the meeting held 6th March had been circulated. The project was looking to adopt a constitution at its next meeting on 27th April. The next market was due to take place on 30th March. It was also reported that Four Towns Transport would contact the Clerk to see if they could assist with transportation to the market and also to the Filton Festival in July.
- b) **South Gloucestershire Area Group Meeting** – Notes from the meeting held 19th January had been circulated and noted. There were concerns raised about the amount of money paid and the speed and quality of the service received from ALCA, although the response times were better since their move to new offices.
Agreed: to look at this as an Agenda item on the next Finance Committee. The Clerk would provide details of how much the Council pay and what services it gets in return.

Action: Town Clerk

875. OTHER REPORTS:

- a) **Walking to Health Update** – The Clerk reported that these organised walks had been very successful. A walk was planned from the Produce market at 5pm on 30th March and a walk around the Filton Heritage Trail was also planned.

876. PRESENTATION FROM REDROW HOMES:

Marcus Ambrose from Redrow Homes and Richard Evans from PPC gave a presentation of the Planning Application to build 165 houses and apartments on the former Colstons sports ground at New Road on the border of Filton and Stoke Gifford. He explained that the land had already been designated as land for housing and the site would consist mainly of debut or starter homes to assist younger people to get on the property ladder and to encourage them to leave their cars behind and use public transport to get to work. This was due to the location of the site being in close proximity to bus and cycle routes, Parkway station and major Companies in terms of employment. With the infrastructure already in place this would hopefully not add to the congestion in an area already very congested at peak times.

An open day had recently been held at the WISE building and 106 of the debut homes had been reserved in 70 minutes. Over 300 had shown an interest in the site of which 66% had come from South Gloucestershire with approximately half of those being from the Filton and Stoke Gifford area. He explained that

the site would be managed by Redrow Homes and for a management fee of £50 per month this would cover heating, lighting, washing of windows, etc but not Council Tax. Monitoring of parking would also be carried out with an allocation of one parking space per property and no visitor parking. The Chair thanked them for their useful and informative presentation.

877. SOUTH GLOUCESTERSHIRE MATTERS:

- a) **Councillor Sims** – reported on several meetings he had attended. At the Area Small Grants Committee and the Southern Brooks Area Forum Filton had done reasonably well concerning receipt of grants. He reported that he had recommended refusal in respect of the planning application for 6/8 Northville Road but permission had been granted with conditions. He also reported that he had a copy of the Joint Local Transport Plan if anyone wanted to have a look.
- b) **Councillor Pomroy** – had attended meetings in connection with the new licensing laws. At the Taxi Liaison Committee they had looked at safety issues and he reported that use of CB radios was still not permitted but that CCTV was being installed in some taxis and the drivers would report back on whether they thought it was effective. A driver training course was also planned. He had also visited a pub watch scheme in Yate where a 3 strikes and you're out policy is operated. It was hoped to extend this to other areas. A similar scheme already operated in the Filton area although no meetings had been held recently. He also reported that under the Earmarked Capital Programme at Shield Road School the windows and the boiler would be repaired and at Filton Hill School the boiler was due to be repaired. He also reported that the NHS PCT distribution had been approved and would consist of 7 PCT's and one Strategic Health Authority.
- c) **Councillor R Hutchinson** – reported that some more regeneration was coming to Filton and would be used to improve Filton Hill shops area. He also reported that resurfacing of the A38 in Filton Park was due to take place on 3rd April and that would clash with the A4174 resurfacing work due to be carried out at the same time. He had also visited the Great Western Hospital in Swindon to compare it with the planning application for Southmead Hospital which was about to be submitted. In particular they were concerned with the allocation of parking spaces.

878. ACCOUNTS: in the total sum of **£93,784.98** (copy in Minute Book) were approved for payment and signed. Concerns were raised about the sum of £1394.66 in respect of costs for the library room.

Agreed: to pay this bill but to ask for a breakdown in how the cost was calculated for future reference.

Action: Town Clerk

There being no further business the meeting closed at 9.50pm.

CHAIR

Minutes of a meeting of **FILTON TOWN COUNCIL** held **Tuesday 25th April 2006** at 7.30pm in the Pavilion, Elm Park, Filton.

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

APOLOGIES: Cllr A P Monk

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

880. DECLARATIONS OF INTEREST: There were none.

881. INTERVIEWS OF CANDIDATES FOR CO-OPTION: Tony Blake and Diane Caudwell had put themselves forward as candidates for the vacancy for a Councillor in the Conygre ward and were invited to make a short presentation followed by a question and answer session. A secret ballot then took place and the votes were counted by the Town Clerk with a member of the public.

882. CO-OPTION OF COUNCILLOR: Tony Blake was announced as the winner with 8 votes to 2 and signed the acceptance of office forms. He was duly elected to represent Conygre ward and took his seat at the meeting.

883. PRESENTATION ON BMX/SKATEPARK: Unfortunately, this presentation was unable to take place but consultation between members of Pyramid Youth Club and Councillors Sims and A Hewlett had taken place to establish their requirements in respect of provision of facilities at Elm Park.

884. MINUTES: of the meeting held 28th March 2006 were approved as an accurate record.

885. MATTERS OF REPORT ARISING:

Arising from Minute 869 – Trim Trail – Councillor Freeguard reported that a new contractor would need to be found to build a trim trail at Elm Park.

Arising from Minute 869 – Community Awards – Cllr R Hutchinson had attended the presentation ceremony and had seen Ruth Perkins receive her award for services to the community.

Arising from Minute 869 – HSBC Cash Machine – *The changes to the ramp were due to be completed very shortly.*

Arising from Minute 870a) – Redrow Homes Planning Application – Planning Permission for the Southmead Road/Gloucester Road North site had been turned down on traffic grounds. A new application would probably be submitted in due course.

Arising from Minute 871b) – Hatching on Filton Roundabout – It was reported that the yellow lines would be repainted when there was money available in the budget.
Arising from Minute 873a) – Finance & General Purposes Committee – It was noted that the Ratepayers Arms was now a smoke free zone.

886. SUBMISSIONS FROM THE PUBLIC:

- a) **Litter Bins** – A request was made for more bins in certain areas especially in the Abbeywood, Shield Centre and Filton College areas. Streetcare had been asked to monitor which bins were used more than others so a need could be identified in the future to site further bins.
- b) **Speed Humps/Parking** – A complaint was made that the speed humps in Filton Avenue were dangerous and did not allow cars to pass each other as parking was allowed on both sides of the road. The Chair replied that full consultation had been carried out when installing the humps and they did actually reduce the speed of the traffic in the area.

Councillor Sims arrived at this point.

- c) **Traffic Lights on Filton Roundabout** – Residents and Councillors were still witnessing cars not being aware of the sequence and siting of the traffic lights on the roundabout. The situation was continually being monitored by South Gloucestershire Council the results of this would be published in due course. Any problem areas could then be identified and addressed.
- d) **Cycling in Filton** – A resident was worried about the volume of traffic and the dangers of cycling in the area, especially around the Filton roundabout. Cllr Sims explained that there was a shared cycleway from Golf Course Lane which could be used to cycle around by the Mill public house and down Filton Hill.

Councillors R Hutchinson, Pomroy and Sims also reminded residents that they held a Surgery on the second Saturday of each month in the Library if any one wanted to talk about any issues.

887. SUBMISSIONS FROM MEMBERS: Cllr Sims asked if the owner of the Review shop on Filton Avenue could be invited to speak at a future meeting.
Agreed: to invite him to speak at the Annual Assembly on Tuesday 16th May in the Badminton Hall.

Action: Town Clerk

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

889. REPORTS FROM COMMITTEES AND THE TOWN CLERK:

- a) **Finance & General Purposes Committee** – Minutes of the meeting held 11th April were received.

Arising from Minute 710 – Musical Tribute Evening – A tribute night had been arranged for the evening of Thursday 18th May in memory of former Clerk John Lucena who had died earlier this year. There was no set programme of events for the evening but the

bands due to play would be made up of bands who had regularly appeared at the Ratepayers Arms and included members of Ponchatrain, The Porter Boys, The Whole Band and the Phoenix Hot 5 with guest musicians as well.

Arising from Minute 713 – Capital Programme Update – Progress was being made on several of the current projects and it was confirmed that the boules piste was in the process of being moved to a position by the park under the trees to make way for the cycle speedway track.

Arising from Minute 715ii) – Noise Limiters – The Clerk was due to report back to the next meeting of the Finance Committee concerning the purchase of a noise limiter which may be required under the terms of the Licence.

b) Planning Committee – Minutes of the meetings held 4th and 18th April were received.

c) Minor Authority Governor Vacancy – Charborough Road School – No candidates had come forward for this vacant position so the Town Council were able to make a nomination. It was proposed by Cllr R Hutchinson and seconded by Cllr Pomroy that Phil Haywood of 24 Charborough Road, Filton be appointed. He had previously been an LEA appointed Governor at this school so had some experience already.

Agreed: to appoint Phil Haywood and the Clerk to advise Charborough Road School of the appointment.

Action: Town Clerk

890. REPORTS FROM OTHER ORGANISATIONS:

a) Filton Fresh Food – The next Farmers market was due to take place on Thursday 27th April from 3-6pm. Although the event was more or less established on the last Thursday of every month, more advertising would be done to try to attract more customers.

b) Filton Families – Minutes of the meeting held 20th March had been circulated.

c) ALCA – the April newsletter had been circulated.

891. OTHER REPORTS:

a) Southern Brooks Community Partnership – Kick Start Sports Meeting – Minutes of a meeting held on 21st March had been circulated together with an invitation for any interested Councillors to attend a meeting on Tuesday 9th May at 2pm at Stoke Gifford Community Hall, Little Stoke Lane.

b) Strengthening Communities Strategy – the 2006 Consultation Summary had been circulated.

Agreed: That Councillors would have a look at the document and it would be an Agenda item for discussion at the next meeting.

Action: Town Clerk

c) Joint Local Transport Plan – The latest copy of this was available for inspection in the Town council office or the Library. Any earlier copies should be destroyed.

892. SOUTH GLOUCESTERSHIRE MATTERS:

Councillors R Hutchinson, Pomroy and Sims gave a brief summary of meetings they had attended since the last meeting. These included the Heritage Forum and the Cycling Forum and they also reported that South Gloucestershire Council had made a holding

objection to the application to redevelop Southmead Hospital. Councillor Pomroy agreed to check the terms of the Licence for the Bulldog Public House as some concerns had been raised about excessive noise. If any one had any questions the Councillors would be happy to answer them.

Reminders were given about the Southern Brooks Area Forum which was being held on 2nd May at the Greenfield Centre, Winterbourne, and the Annual Assembly on Tuesday 16th May at 7.30pm in the Badminton Hall.

893. ACCOUNTS: in the total sum of **£72,928.98** (copy in Minute Book) were approved for payment and signed. It was noted that the cheque for AKS Locksmiths was for £158.18 not £158.15.

There being no further business the meeting closed at 9.10pm

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Minutes of the annual meeting of **FILTON TOWN COUNCIL** held **Tuesday 30th May 2006** at 7.30pm in the Pavilion, Elm Park, Filton.

PRESENT: Cllrs R M Hutchinson, T W Pomroy, P Blandamour, B A Freeguard,
S Sims, J Hutchinson, D Hutchinson, D Bell, T Blake

APOLOGIES: Cllrs A Monk, C Hewlett, A Hewlett, G A Crane.

- 894. ELECTION OF CHAIR:** Cllr R Hutchinson was nominated, seconded and elected unopposed.
- 895. ELECTION OF VICE CHAIR:** Cllr T Pomroy was nominated, seconded and elected unopposed.
- 896. EVACUATION PROCEDURE:** The Chair drew attention to the emergency evacuation procedure as set out in the Agenda.
- 897. DECLARATIONS OF INTEREST:** Cllr R Hutchinson and Cllr J Hutchinson declared a personal and prejudicial interest in the planning application relating to 32 Gloucester Road North. Cllr T Blake declared a personal and prejudicial interest in the planning application relating to 38 Braemar Crescent. Cllrs R Hutchinson, J Hutchinson, D Hutchinson and T Pomroy declared a personal interest in the planning application relating to 38 Braemar Crescent.
- 898. MINUTES:** of the meeting held 25th April were approved as an accurate record after noting two amendments. *Minute 889 – Minor Authority Vacancy* – The correct spelling of the appointed candidate's name is Hayward not Haywood. *Minute 887 – Submissions from Members* – The name of the shop on Filton Avenue is the Revive shop not the Review shop.
- 899. MATTERS OF REPORT ARISING:**
Arising from Minute 885 – HSBC Cash Machine – The changes to the ramp are now complete.
Arising from Minute 887 – Submissions from Members – **Agreed:** to invite the owner of the Revive Shop on Filton Avenue to speak at a future meeting.
Action: Town Clerk
Arising from Minute 889 – Musical Tribute Evening for John Lucena – The evening had been a great success and well attended by both musicians and customers alike.
- 900. SUBMISSIONS FROM THE PUBLIC:**
a) Viridor Site – A resident complained about the general dust and rubbish being generated from the site and asked whether councillors knew of any plans by Viridor to purchase a piece of land on the opposite side of the bridge. Cllr R Hutchinson confirmed that there is a Viridor liaison group which pays

regular visits to the site, however he would make further enquiries about the situation and arrange for someone from the Environmental Health department to visit the site.

- b) **Bulldog Pub** – A number of local residents had expressed concern over the amount of under age drinking, loud music and anti social behaviour taking place at the Bulldog Pub. Cllr Pomroy advised that if residents are concerned they should report any incidents to the police as it is a police matter.
- c) **Fast Food Shops** – A resident highlighted the number of fast food outlets in Filton and asked whether there was any way to restrict the numbers. Cllr Pomroy pointed out that there are no street traders in the Filton area due to joint working by South Gloucestershire and Filton Town Council. It was also noted that under the 2003 licencing act any shops wanting to serve hot food after 11pm are required to apply for a licence.

901. APPOINTMENT OF COMMITTEE MEMBERS AND OUTSIDE

BODIES: These were discussed and agreed as per the attached document.

- 902. SUBMISSIONS FROM MEMBERS:** It was reported that Filton Town Council has been awarded quality status. The Chair thanked the Clerk and office staff for all the work involved in submitting a very detailed application.

Cllr D Hutchinson reported that residents in Blenheim Drive are concerned about the safety of children who are climbing the fence around Filton Hill school. They had also expressed concern on the lack of a safe play area for children and wondered whether Filton Hill school would consider allowing some of their grounds to be used as a general play area. Cllr Sims reported that the school had been approached about the matter previously but agreed to raise the issue again with the new head teacher.

Cllr R Hutchinson confirmed that Deborah White would be invited to attend the June Council meeting to give a presentation on Town and Parish plans. Deborah had been unable to attend the Annual Assembly due to a family bereavement.

Action: Town Clerk

Cllr Freeguard reported that cars were blocking the entrance to the Millennium Green car park by parking in an area which is meant for turning only. It was suggested that the council should notify PCSOs about the problem.

Action: Town Clerk

- 903. URGENT ITEMS FROM THE CHAIR:** There were none.

904. REPORTS FROM COMMITTEES, WORKING GROUPS AND THE TOWN CLERK:

- a) **Finance & General Purposes Committee** – Minutes of the meeting held 9th May 2006 were received.
Arising from Minute 723 – Hobbs pharmacy had passed on their thanks to the Council for providing a letter of support.

*Arising from Minute 724 – a) Cycle Speedway Track – **Agreed:** to accept the committee’s recommendation to proceed with the scheme in order to meet an official opening date of 8th July.*

*b) Boule Piste – **Agreed:** to accept the committee’s recommendation of a quote for £1600 for the installation of the lighting and for the Ratepayers Arms to take action to provide unbreakable glasses for outdoor use.*

*e) Sports & Leisure Feasibility Study – **Agreed:** to accept the Committee’s recommendation for Kendall Kingscott to move to the next stage with the four identified priorities and to invite Kim Haseldene, South Gloucestershire Development Officer to attend the next meeting of the Finance Committee.*

Action: Town Clerk

*g) Centre Signs – **Agreed:** to accept the committee’s recommendation to defer a decision on the signs until the internal arrangements of the Centre are confirmed.*

h) Ratepayers Arms Signs – Cllrs T Pomroy, J Hutchinson and R Hutchinson had met with a local artist /sign painter who had agreed to provide a number of designs for consideration.

*i) Millennium Green – **Agreed:** to contact members with available dates before the next meeting of the Finance Committee. The Council recorded its thanks to Cllr J Hutchinson for all her recent hard work in providing and planting new seedlings at the Millennium Green.*

Action: Town Clerk

m) Car Park Resurfacing – Agreed: to accept the committee’s recommendation that the resurfacing is deferred but to obtain a quote for the installation of a speed hump at the entrance to the Centre.

p) Fence at 75 Northville Road – to be referred to the Millennium Green Committee.

From Minute 725 – A number of outside tables had now been provided for customers of the Ratepayers Arms. It was likely that more would be purchased in time for the summer weather.

b) Planning Committee – Minutes of the meetings held on 2nd, 16th and 23rd May were received.

c) Informal Consultation - Southmead Road/BAE Access - Junction

Improvement: - Agreed: to support the scheme which this council had previously identified as a priority some months ago.

Action: Town Clerk

d) Local Authority Byelaws Discussion Paper – The contents of the paper were noted. Members were asked to contact the Clerk with their comments.

e) Surfaced Routes to School – Routes identified as suitable included the hoggin paths in the Millennium Green and the path at the back end of Brabazon Road.

Action: Town Clerk

Cllr Bell left the meeting at this point

f) Strengthening Communities Strategy – Members were asked to contact the Clerk with any comments.

g) Play Policy and Strategy Consultation – The contents of the report were noted. Members were asked to use the individual consultation response forms provided.

h) Climate Change Consultation Seminar – The contents of the invitation were noted.

905. REPORTS FROM OTHER ORGANISATIONS:

a) ALCA – The contents of the minutes were noted.

b) Southern Brooks Community Partnership – It was reported that the date of the next meeting is 27th July 2006 at Elm Park.

c) Safer South Gloucestershire – The contents of the report were noted.

d) Filton Fresh Food – The meeting on 16th May had been a planning meeting for the Fresh Food event held on 25th May. The market had been well attended although sales were slightly down.

e) Four Towns & Vale Link Community Transport – It was noted that the next meeting of the Partnership committee would take place on 14th June. Any member able to attend was asked to contact the Clerk.

f) Filton People – The contents of the report were noted.

g) Filton Families – The Play on Prescription scheme is now up and running.

h) Filton Community Safety Group – The contents of the report were noted.

i) Environmental Link & Agenda 21 Volunteering Meeting – Members were asked to complete the individual reply slips if they were interested in attending.

j) ALCA – Chairmanship training details and newsletter – The contents were noted.

906. SOUTH GLOUCESTERSHIRE MATTERS:

Councillors R Hutchinson, Pomroy and Sims gave a brief summary of meetings they had attended since the last meeting. These included DC West, the Council Review Group, Agenda 21 strategy and a Better Health Seminar. Cllr R Hutchinson reported on the South Gloucestershire council meeting held on 10th May where the main agenda item had been the result of the ballot on the Housing stock transfer. The result of the ballot had been 60% for and 30% against. This meant that transfer across to Merlin Housing Association would take place in March 2007. The annual meeting of South Gloucestershire Council had taken place on 24th May. It was noted that although there is now a new Chair of Council there had been no change to the cabinet set up.

Councillors R Hutchinson, S Sims and T Pomroy advised that they would be happy to answer any questions from the public.

907. ACCOUNTS: in the total sum of **£90,994.43** (copy in Minute Book) were approved for payment and signed after noting a correction for the JP Lennard entry which should read £963.45 not £924.10.

There being no further business the meeting closed at 9:15pm

CHAIR

Minutes of a meeting of **FILTON TOWN COUNCIL** held **Tuesday 27th June 2006** at 7.30pm in the Pavilion, Elm Park, Filton.

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

APOLOGIES: Cllrs S Sims, A R Hewlett, D Vowles.

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

909. DECLARATIONS OF INTEREST: There were none.

910. MINUTES: of the Annual meeting held 30th May were approved as an accurate record.

911. MATTERS OF REPORT ARISING:

Arising from Minute 902 – Parish and Town Plans – Deborah White of South Gloucestershire had been invited to give a talk at the July meeting of the Town Council.

Arising from Minute 902 – Millennium Green Car Park – Problems were still occurring in this area.

Agreed: To contact the PCSO's about this.

Action: Town Clerk

Arising from Minute 904h) – Ratepayers Arms Sign – Details of the proposed new sign had been circulated and a meeting was due to be arranged with the artist shortly. Any comments or ideas should be passed on to the Clerk.

Arising from Minute 904p) – Fence at 75 Northville Road – This had now been repaired.

Arising from Minute 905d) – Fresh Food Meeting – The Chair reminded everyone that the next market was due to be held on Thursday 29th June at 3pm in the Badminton Hall.

912. SUBMISSIONS FROM THE PUBLIC: The issue concerning dustbins not being emptied and bags of rubbish overflowing into front gardens was raised. Cllr R Hutchinson explained that a specific team was employed by Sita to contact households and talk to them about the correct way to get their rubbish collected. The Streetcare department at South Gloucestershire should be informed of any households who did not recycle their rubbish correctly so that the team could contact them and sort out any problems. Cllr R Hutchinson confirmed he would contact the appropriate department to check that the team was working properly. He reminded people of the Councillors' Surgeries held on the second Saturday of every month in the Library where any concerns could be raised.

Action: Cllr R Hutchinson

913. SUBMISSIONS FROM MEMBERS: Concerns were raised about a recent incident in the Reptile Zone shop about a member of staff who had been bitten by a very poisonous snake and whether the premises were licensed. He also enquired if there was any risk to the public as there had also been reports that a snake had escaped and been found in the adjoining premises. Councillor Pomroy reported that the premises did have the correct licence to trade but no further comment could be made at the present time. He would report back to a future meeting when he was able to do so.

Action: Cllr Pomroy

914. URGENT ITEMS FROM THE CHAIR: Councillor R Hutchinson had received a letter from a resident on Northville Road thanking the Council for repairing the damage to her fence promptly. She had also written expressing concern about the number of properties which were being converted into flats. The Council were also concerned about this and would look at each application carefully.

915. REPORTS FROM COMMITTEES, WORKING GROUPS AND THE CLERK:

- a) **Finance & General Purposes Committee** – Minutes of the meeting held 13th June were received. *Arising from Minute 738a) Cycle Speedway Track* – Completion of the track was still on course for the opening match on 8th July. The opening ceremony was due to be attended by Sally Challoner from the BBC and Doug Naysmith MP. It was also reported that the teen shelter had temporarily been sited next to the tennis hut whilst the work on the track was taking place.
 - i) **Adoption of the 2005/6 End of year Accounts** –
Agreed: that the Accounts be adopted and signed subject to Audit and with a few minor alterations.
 - ii) **Adoption of the Internal Statement of Control** -
Agreed: that the Internal Statement of Control be adopted.
 - iii) **Signing of the amended 2004/05 End of Year Accounts** –
Agreed: that the amended 2004/05 End of Year Accounts should be signed.
- b) **Planning Committee** – Minutes of the meetings held 6th and 20th June were received. *Arising from Minute 229 – Feedback and Questions* – It was reported that the Taxi shop was still trading despite the enforcement notice. Cllr Pomroy confirmed that the Enforcement Officer was still dealing with the case.
- c) **Consultation on South Gloucestershire School Organisation Plan** – This had been circulated and the contents had been noted. It was also reported that Shield Road School had had a successful Ofsted report and were now out of special measures. South Gloucestershire Council were due to receive £25 million to spend on schools in the area. It was understood that all the money should be spent on one school and Filton High School was a top priority. Patchway School was also due to have some money spent on it as well.
- d) **Climate Change Strategy Consultation** – The report had been circulated and the contents were noted.

- e) **Annual Report of Avon & Somerset Police Authority** – The report had been noted.
- f) **Consultation on the Draft Regional Spatial Strategy** – The contents of the report had been noted. A full copy of the document was available from the Council Office if required.

916. REPORTS FROM OTHER ORGANISATIONS:

- a) **ALCA** – The June newsletter had been circulated. It was reported that a meeting of the North Fringe Joint Parishes was taking place on 30th June and ALCA was on the Agenda for discussion.
- b) **Public Transport Forum** – A report of the meeting attended by Cllr Bell had been circulated.
- c) **Local Agenda 21** – A report of the meeting attended by Cllr Bell had been circulated.
- d) **Splatts Abbey Wood** – Minutes of the meeting held 2nd May had been circulated.

917. SOUTH GLOUCESTERSHIRE MATTERS:

- a) **Councillor Pomroy** reported on the Licensing meeting he had attended. The Committee were trying to adopt a policy on the new Gaming Act and this would go to full Council in January 2007.
- b) **Councillor R Hutchinson** reported on Local Area Agreements and had also attended the launch of the Annual Report from Safer South Gloucestershire. He also reported on the Local Strategic Partnership which was looking to improve local services and also reported that major reconstruction work was due to start on the A4174 Ring Road on both carriageways from the M32. £4 million worth of grants had been received for the work.

It was also reported that congestion had been occurring at the Filton Park car park next to Monks Park school – staff had been using it during the day due to lack of parking on the school grounds and thereby reducing the number of spaces available to shoppers. The situation would hopefully improve when the school holidays commenced in July.

918. ACCOUNTS: in the total sum of **£82,247.66 (copy in Minute Book)** were approved for signing.

There being no further business the meeting closed at 8.30pm.

CHAIR

Minutes of a meeting of **FILTON TOWN COUNCIL** held **Tuesday 25th July 2006** at 7.30pm in the Pavilion, Elm Park, Filton.

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

APOLOGIES: Cllrs B A Freeguard, C Hewlett, A Hewlett, A P Monk.

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

920. DECLARATIONS OF INTEREST: Cllrs Sims and Bell declared a personal interest in Filton People.

921. PRESENTATION ON TOWN PLANS: Deborah White, Communities Co-ordinator for South Gloucestershire Council, gave a presentation on Town and Parish Plans. She had gained a lot of experience in this field through her previous employment with the Countryside Agency prior to her move to South Gloucestershire Council. Deborah explained that to set up a Town or Parish Plan a steering group should be formed and this should consist of a broad spectrum of local people representing all ages and interests - it should not be run by the Town Council although it would be funded by them.

A Town Plan was not just about the appearance of the town or parish but something that should fit in with the wider community and would create a greater sense of community spirit. She also pointed out that a good plan could attract new funding which in turn would help to create new projects. Deborah closed her presentation by offering to help or give any advice if needed. The Chair thanked her for her useful presentation.

922. PRESENTATION ON REDEVELOPMENT OF CANBERRA GROVE: Mr Bevan from the Enabling team, Mr Cohen from Sovereign Housing and Mr Carter from the construction company gave a presentation on plans to redevelop former garages on Canberra Grove. The proposal was to build five 2 bedroom houses to rent with one parking place per property with 2 or 3 visitors parking places. Lockable bicycle sheds were provided as standard. New residents would be selected from the existing housing list. A consultation had taken place with Filton Hill Primary School and there had also been a leaflet drop in the vicinity of the proposed development. More detailed plans would be available at the next consultation which was due to take place on 27th July at Filton Hill School. Access to the new development was through a narrow private access road but this had been passed by South Gloucestershire Council. The contractors hoped to start work on the site in January and the work would take 6 months. Access to the existing play area would be prohibited during the

construction period but the contractors hoped that it would be reopened before the end of the school summer holidays.

As a member of the Development Control West Planning Committee, Cllr Sims asked whether any street furniture would be provided. Mr Cohen said there were no plans to do so at present but a contribution could be made to enhance the play area when work was completed.

The Chair thanked everyone for the presentation and confirmed that the Planning Committee would look at the proposal when it was submitted before advising South Gloucestershire Council of any recommendations.

Councillor Bell left at 8.40pm

- 923. MINUTES:** of the meeting held 27th June were approved as an accurate record with an amendment noted to minute 915c) – *Consultation on South Gloucestershire School Organisation Plan* – The sentence stating that ‘Shield Road School was now out of special measures’ should be deleted as the school had been out of special measures for some time.
- 924. MATTERS OF REPORT ARISING:** *Arising from minute 912 – Submissions from the Public – Rubbish Collections* – The Chair clarified the situation regarding the Streetcare department and in particular the team which go to residents houses to talk to them about refuse disposal when a problem has been encountered. He had contacted Bruce Kent from South Gloucestershire who in turn had visited some of the properties who residents had reported as not using the refuse collection properly and the problems had now been dealt with. *Arising from Minute 917b) – South Gloucestershire Matters – Car Park next to Monks Park School* – A request was made to limit parking times at the car park as people appeared to be parking there all day and getting the bus into town. **Agreed:** to monitor the situation during the school holidays as the old Monks Park School was due to be demolished which would create a new car park for staff which may reduce overcrowding in the Filton Park car park. Similar problems were occurring in the Shield Centre but as this car park was privately owned it was out of the Councils’ control.
- 925. SUBMISSIONS FROM THE PUBLIC:**
- a) **Reptile Shop** – A resident wanted to know the latest following the incident of a member of staff being bitten by a snake. Cllr Pomroy said the Licensing team were still investigating the matter and he was unable to report any further at present.
 - b) **Dust at Churngolts** – A resident was concerned about the amount of dust and pollution created at the site. The Chair reported that the Environmental Health Officer had served notice on the site and was working hard to try to solve any problems.
 - c) **Elm Park Playing Fields** – A resident asked about plans for redevelopment of the playing fields and felt that there had not been enough consultation with the public. The Chair replied that the

redevelopment had been mentioned in the last few issues of Town Council News and plans to improve the field were well under way. The boules piste had been relocated to an area behind the five a side courts, and the skatepark was going to be moved to the area vacated by the boules piste. The teen shelter had been moved to a temporary location by the tennis pavilion but full consultation would take place to resite it when all work was complete. The new cycle speedway track was being used regularly on Mondays and Wednesdays by the newly formed cycle speedway club. The main alterations to the field was to terrace the football pitches to improve the drainage and this would be done in two phases to minimise disruption to the football teams which play at Elm park

- d) **Filton Groups Showcase** – Jane Tozer from Filton People had brought along a display of information about groups that operate in Filton. A competition had been run and the display showcased the winning entries.

926. SUBMISSIONS FROM MEMBERS:

Cllr Blandamour asked for details of the planning application at the entrance to Airbus UK in Golf Course Lane as work was well under way and he had not seen an application come in. Cllr Sims explained that planning consent had been obtained for all the rebuilding currently in progress at the site. This particular application was for the construction of office space.

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

928. REPORTS FROM COMMITTEES, WORKING GROUPS AND THE TOWN CLERK:

- a) **Finance & General Purposes Committee** – Minutes of the meeting held 11th July were received. *Arising from Minute 748d) BMX/Skateboard Park* – Cllr Sims reported on behalf of Filton People that a letter sent from the Town Council office to Filton People advising them of the relocation of the BMX/Skateboard park had not been received. The Chair had since passed a copy of the letter on and a reply to various points raised by Filton People would be sent as soon as possible. *Arising from Minute 748h) Ratepayers Arms Sign* – A meeting with the artist had recently been held to come up with the final design for the new sign. The final design would be circulated as soon as it became available. *Arising from Minute 750 – Millennium Green Sub-Committee* – The Forest of Avon could give advice if necessary. *Arising from Minute 751 – Bar Price Review* – It was moved by Cllr Sims and seconded by Cllr Vowles to implement a 5% increase on all bar prices with effect from 1st September. The Clerk would arrange for a notice to be put up to inform customers of the new prices.

Action: Town Clerk

- b) **Planning Committee** – Minutes of the meetings held 4th and 18th July were received.
- c) **South Gloucestershire Children and Young People Plan** – A copy of the report was held by the Clerk if required. Further information was

available on the website

www.southglos.gov.uk/ChildrenandYoungPeople/plan.htm.

- d) **Standards Committee** – A request for independent members to sit on the Committee had been received from South Gloucestershire Council but no Councillors were interested.
- e) **Sevenside Community Rail Partnership** – Correspondence had been received asking to meet with Councillors. **Agreed:** to pass the letter to members of the North Fringe Parishes Committee.
- f) **Best Practice Council** – Correspondence had been received but it was agreed not to enter the Community Empowerment Awards scheme.
- g) **Consultation on West of England Joint Waste Management & Planning Strategy** – Information had been circulated and Cllr Blake advised that he would be attending the consultation event on 26th July and would report back to the next meeting.

929. REPORTS FROM OTHER ORGANISATIONS:

- a) **ALCA** – Contents of the July newsletter had been noted.
- b) **ALCA** – Minutes of the meeting held 18th May had been noted. The Agenda for the next meeting on 27th July had been circulated and Cllrs A Hewlett and R and J Hutchinson would attend.
- c) **North Fringe Parishes** – Cllr R Hutchinson gave a verbal report on a meeting he had attended on 23rd June. The ALCA affiliation was discussed in terms of value for money but the ALCA contribution also entitled Councils' to become affiliated to NALC so each Council felt it was more worthwhile to continue with the ALCA subscription. There was also a presentation on Street Wardens and a discussion about support for the night bus. It was also noted that Filton had not been listed in the Local Council Review as having achieved Quality Status although it had been noted on the website.
- d) **Community Safety Group** – Notes of the meeting held 11th July were tabled. Consultation on the relocation of the teen shelter would take place when the work on the field was completed.
- e) **Statement of Community Involvement** - South Gloucestershire Council had asked for comments, preferably online, about comments on planning matters.
- f) **Twinning** – The recent Twinning visit had been very successful. It was hoped that a link with another country in the future could be considered. **Agreed:** that this should be discussed at a future meeting of the Finance Committee.

Action: Town Clerk

930. SOUTH GLOUCESTERSHIRE MATTERS:

Councillors Sims, Pomroy and R Hutchinson gave brief updates on recent meetings they had attended. Of particular interest to Filton was the fact that the application for Greedy's café to include an off-licence had been withdrawn, travellers had set up a camp on the Mile Straight cricket ground, and the Royal

Mail planning application had been refused. Also of note was the Environmental Clean Up day recently carried out in the Filton area – litter pickers, Streetcare, Sort It reps, the Police, PCSO's and Open Space had all been involved in cleaning up areas of Filton including a thorough clearing of the land behind the Bulldog pub.

- 931. ACCOUNTS:** In the total sum of **£79,177.13** (copy in Minute Book) had been approved for signing with the exception of the cheque for £349.56 made payable to Instyle Marketing Services for lapel badges. The Clerk would check that the badges had been received before sending out the cheque.

Action: Town Clerk

There being no further business the meeting closed at 10.05pm.

CHAIR

Minutes of a meeting of **FILTON TOWN COUNCIL** held **Tuesday 26th September 2006** at 7.30pm in the Pavilion, Elm Park, Filton.

PRESENT: Cllrs T W Pomroy (Acting Chair), G A Crane, D Vowles, A Blake, S J Sims, B A Freeguard, D Bell, P Blandamour.

APOLOGIES: Cllr R M Hutchinson, A P Monk, J A Hutchinson, A Hewlett, C Hewlett.

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

933. DECLARATIONS OF INTEREST: Cllrs Sims and Bell declared a personal interest in Filton People and Cllr Vowles declared a personal interest in Filton 2000.

934. MINUTES: of the meeting held 25th July 2006 were approved as an accurate record with an amendment to Minute 922 – Redevelopment of Canberra Grove – stating that the Council had expressed concern about the duration of the closure of the play area whilst the work was being carried out.

935. MATTERS OF REPORT ARISING: *Arising from Minute 924 – Car Park at Monks Park School* – The situation regarding cars being left all day would be monitored to see whether there was an improvement now that the new term had started. Extra parking was available on the school site now that the rebuilding work had finished and any problems may have resolved themselves.

Arising from Minute 925a - Reptile shop – It was reported that a South Gloucestershire Officer had visited the premises and was happy that it was being run properly. Some slight changes to feeding times of some of the reptiles had been made.

Arising from Minute 928a) – Filton People – The Clerk reported that Jackie Sims had called into the office to collect a copy of the undelivered letter to Filton People concerning the moving of the BMX/Skateboard park. A written response would be made when Cllr R Hutchinson returned from his trip.

Action: Town Clerk & Cllr R M Hutchinson

Arising from Minute 930 - Greedy's Licence - A new licence had been granted subject to certain conditions being met.

936. SUBMISSIONS FROM THE PUBLIC:

- a) **Northville Road Traffic** – Residents were concerned about the volume of traffic using Northville Road as the number of vehicles parked on the roads caused visibility problems. Yellow lines were also needed on the roundabout at the top of Northville Road to ease the flow of traffic. Cllr Pomroy replied that the whole area needed looking at in terms of traffic

management and that the Council were looking at ways to encourage people to leave their cars behind and to use public transport. However there would always be people who wished to use their cars instead and the Council did not have any way of controlling this. Cllr Pomroy confirmed he would get together with Councillors Sims and R Hutchinson to see if anything could be done to improve the situation.

Action: Cllrs R Hutchinson, Sims & Pomroy

- b) **Northville Play Area** – Residents expressed concern over youths causing problems in the area by setting fire to sheds and other anti-social activities. Cllr Pomroy replied that issues such as this were brought up at the Community Safety Meetings and that the police presence in the area was due to be increased. This would hopefully help to reduce the problems.

937. SUBMISSIONS FROM MEMBERS:

- a) **Yellow Lines** – A request was made for the yellow lines to be painted at the entrance to The Wicketts to improve visibility. Cllr Pomroy would chase this up with South Gloucestershire Council.

Action: Cllr Pomroy

- b) **Filton Park Area** – It was noted that youths on bicycles were creating black tyre marks in the recently paved Gloucester Road North area by doing wheelies and it was causing the area to look a bit shabby. There was also lots of litter. Cllr Pomroy replied that the CCTV pictures may pick up any wrongdoing but in the meantime people could contact the Streetcare team at South Gloucestershire Council.

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

939. REPORTS FROM COMMITTEES, WORKING GROUPS AND THE TOWN CLERK:

- a) **Finance & General Purposes Committee** – Minutes of the meeting held 12th September were received. *Arising from Minute 759f) – Pub Sign* – It was reported that the artist employed to produce designs for the new Ratepayers Arms sign had produced an amended design and this was circulated. **Agreed:** that the amended sign should be brought back to the next meeting for approval. *Arising from Minute 759j) – Bus Shelter in Southmead Road* – There had been a complaint about the size of the bus shelter which had recently been installed but the Council were happy with it. *Arising from Minute 760c) – Skittle Alley Charges* – **Agreed:** to inform the Skittles teams that all teams should pay a charge of £8 per game for block bookings and that the current charge of £11 for ‘one off’ bookings would still apply.

Action: Town Clerk

Arising from Minute 762 – Filton 2000 – **Agreed:** that a sub-committee should be set up to arrange the Filton Festival. Thanks were passed on to Cllr Vowles for her hard work in arranging the previous events.

Action: Town Clerk

Arising from Minute 763 – Filton Roundabout Flower Beds – It was noted that a vote had been taken but not minuted on the decision to purchase 8 flower troughs from South Gloucestershire Council at an approximate cost of £160 each and was passed with 3 votes for and 1 against. **Agreed:** to bring the photographs of the flower troughs back to the next Finance Committee for further discussion due to the fact that not many Councillors had attended the previous meeting.

Action: Town Clerk

Arising from Minute 765 – Filton College Nomination – **Agreed:** in his absence but with his knowledge that Cllr R Hutchinson should continue in his role as Governor at Filton College having been nominated by Cllr Sims.

Action: Town clerk

Arising from Minute 764 – Elm Park Footpaths – Councillors were concerned about the dangerous state of the footpath through Elm Park and wanted to take steps to make it safe. The Clerk had written to South Gloucestershire Council about it and was waiting for a reply. **Agreed:** that Cllr Sims would chase this with South Gloucestershire Officers and report back.

Action: Cllr Sims

b) **Planning Committee** – Minutes of the meetings held 1st and 21st August and 5th September were received. *Arising from Minute 247 – Public Art Feature* – The Application for a public art feature for the Snow and Rock building had been discussed and the Committee had decided that the design of the feature did not adequately represent the importance of Samuel Shield and the laundry site. Shield Road school had been involved in the application and they did not like the decision. **Agreed:** that the Clerk would find out the latest information about the application from South Gloucestershire Council.

Action: Town Clerk

Arising from Minute 253a) – 1 Hollyleigh Avenue – It was quite likely that a retrospective Planning Application would be received for this.

- c) **South Gloucestershire Council Adopted Local Plan & Maps** – A copy of this was available in the Clerk's office or could be purchased for £20.
- d) **European & International Affairs Forum** – Councillors should return the form if they were interested in attending. It was noted that some members of the Twinning Association would also be attending.
- e) **Standards Committee** – The Council expressed an interest in receiving a presentation from a member of the Standards Board. **Agreed:** that the Clerk would organise this.

Action: Town Clerk

- f) **South Gloucestershire Council Annual Report on Council Performance** – A copy of this report was available from the Clerks office.
- g) **Large Scale Voluntary Transfer Process** – The contents were noted.

940. REPORTS FROM OTHER ORGANISATIONS:

- a) **ALCA** – the September newsletter had been circulated and the contents had been

- noted.
- b) **ALCA AGM** – an invitation for Councillors to attend the Annual General Meeting on 7th October had been received.
 - c) **Filton People** – Minutes of the meeting held 15th May had been circulated and Minutes of the meeting held 17th July were tabled. The contents of both meetings were noted.
 - d) **Community Action** – Information on the Annual General Meeting to be held on 19th October was noted.
 - e) **Twinning** – The June/July 2006 Newsletter had been circulated and the contents had been noted. A verbal report on the meeting held 21st September was given and it was noted that officers were considering asking the Town Council office for help with producing future newsletters and photocopying due to the rising costs involved.
 - f) **Southern Brooks Community Development Group** – Cllr Sims gave a verbal report and said he would keep Councillors updated with future plans.
 - g) **Four Towns and Vale Link** – Cllr Freeguard gave a verbal report. He said that there had been a change of management and a new financial advisor and chairperson had been appointed and they would be looking to make the venture more commercially viable as grants were no longer available.

941. SOUTH GLOUCESTERSHIRE MATTERS:

- a) **Cllr Sims** – He reported briefly on the Development Control West Committee that the Northfield Site planning application may go to appeal. He also reported that at the Southern Brooks Area Forum Lois Pryce had been able to help several local groups obtain grants for funds. He also passed on a letter from the Public Rights of Way Committee to Cllr Crane for him to report to the Filton Airfield Consultative Committee about the proposed footpath alteration beside Southmead Road.
- b) **Cllr Pomroy** – reported that a consultation period was taking place on the new laws introduced by the Licensing Committee and that Parishes would be consulted in due course. He also reported that the new Gambling Policy was about to go to consultation through the area forums. It was also noted that some planning applications were not coming through the local councils but were being dealt with by South Gloucestershire Council officers. The main concern was the fact that a car repair business had been established at the rear of the petrol station near Motaman and he reported that the enforcement officer would be looking into it. A retrospective application should be received shortly. He asked for any problems about South Gloucestershire matters to be referred to him and he would deal with them accordingly.

942. ACCOUNTS: In the total sum of **£91,537.42** (copy in Minute Book) had been approved for signing and August Accounts in the total sum of **£94,961.39** (copy in Minute Book) were also approved.

There being no further business the meeting closed at 9.15pm.

Minutes of a meeting of **FILTON TOWN COUNCIL** held **Tuesday 31st October 2006** at 7.30pm in the Pavilion, Elm Park, Filton.

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

APOLOGIES: Cllrs D Bell, C Hewlett.

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

944. DECLARATIONS OF INTEREST: Cllr Sims declared a personal interest in Filton People and Cllr Blake declared a personal and prejudicial interest in the planning application for Belmont Park.

945. MINUTES: of the meeting held 26th September 2006 were approved as an accurate record.

946. MATTERS OF REPORT ARISING: *Arising from Minute 935 (924) – Monks Park School Car Park* – Cllr Pomroy had spoken to the school and reported that the new car park was not due for completion until 22nd December. The Council agreed that use of the Filton Park shoppers car park would be monitored to see if the problem of cars being left all day continued after Christmas. At that time consideration would be given to ask South Gloucestershire Council to consider identifying bays dedicated to shop owners/workers and putting a time limit on all other parking

Arising from Minute 936a) – Northville Road Traffic – The problems in this area were ongoing and South Gloucestershire Councillors continue to raise the issue.

Arising from Minute 937a) – Yellow Lines – It was hoped that new yellow lines could be included in the next round of budget considerations.

Arising from Minute 939a) – Finance & General Purposes Committee - Pub Sign – A site meeting had been held with the Artist and he would try to get one sign completed before the 25th Anniversary of the opening of the centre on the 17th of November.

Elm Park Footpaths – South Gloucestershire Council were due to send out an inspector to have a look at the footpath.

947. SUBMISSIONS FROM THE PUBLIC:

- a) **Avonsmere Park** – Residents from the park came to ask for support from the Council following the change in ownership of the site. Some residents were scared of the new owners who had apparently used intimidation and threats against residents of other parks and may use the same tactics on

Avonsmere. There had also been letters demanding rent increases of almost 100% for some residents and requests for payments of fictitious bills. The Chair confirmed that the residents had the backing of the Council and also confirmed that the MP Doug Naysmith was willing to work on behalf of the Residents Association with issues of statute.

- 948. SUBMISSIONS FROM MEMBERS:** Councillors Sims and Pomroy had attended a regeneration meeting and reported that one of the speakers from the South West Renewable Energy Agency was willing to come to talk to the Council if necessary.

Agreed: that a presentation should be arranged for a future date.

Action: Town Clerk

- 949. URGENT ITEMS FROM THE CHAIR:**

The Chair was pleased to report that the Ratepayers Arms had been upgraded from silver to a Gold award for easy breathing.

Agreed: to get the Certificate framed properly and on display in the bar.

Action: Town Clerk

- 950. REPORTS FROM COMMITTEES, WORKING GROUPS & THE TOWN CLERK:**

- a) **Finance & General Purposes Committee** – Minutes of the meeting held 12th October were received. *Arising from Minute 779 – Filton Festival* – It was agreed that a meeting of the new Committee should be arranged as soon as possible.

Action: Town clerk

Arising from Minute 780 – Filton Roundabout/Link Road Verges – Cllr Sims reported that a daffodil planting session had been arranged for 10am on 1st November on the corner of the Link Road and Shellard Road. The Clerk would give Cllr Sims a copy of the guidance notes.

Arising from Minute 781 – Canberra Grove Garage Site – South Gloucestershire Council had written to the Council alleging that access to the site had incorrectly been granted by Sodbury DC. The Council had replied saying that it did not wish to relinquish access to the play area on the site as it was still used by local community groups. South Gloucestershire Council was now threatening legal action against the council for non compliance, although it appeared that the access in question would still be there through the new housing development. The Council agreed that they did not wish to be taken to court so would comply with the order.

Agreed: to inform South Gloucestershire Council accordingly.

Action: Town Clerk

- b) **Planning Committee** – Minutes of the meetings held 3rd and 17th October were received. *Arising from Minute 266 – Planning Applications* – Concerning Application PT06/2720/F – 132 Northville Road – Cllr

Vowles explained that the Committee tended to object to all the applications in Northville Road due to the congestion already in the area. *Arising from Minute 271 – South Gloucestershire Decisions - Regarding Planning Application PT06/1330/F – Demi’s Hair-Stylist – This had been passed by South Gloucestershire Council despite a letter of protest being sent by the Council.*

The Clerk reported that she had been approached by Churchill Retirement Home to talk to the Council about a new Planning Application they wished to submit for the land on the corner of Southmead Road and Gloucester Road North.

Agreed: that this was not good practice and that the planning application should be submitted first.

Action: Town Clerk

Councillor Monk arrived 8.15pm

- c) **Sports Hub Meeting** – A meeting had been arranged for all the sports groups that use the complex and where possible, those using other sporting facilities in the town, following a presentation to the Finance Committee from Kim Hazeldene of South Gloucestershire Council. Plans had been put on display showing the proposed plans for the new changing village and other possible changes to the Sports and Leisure Centre, which were much needed as the current facilities were now 25 years old. A key improvement was the proposed indoor walkway from one side of the complex to the other. The plans for the playing fields included the new skateboard park and plans to level and add new drainage to the football pitches.

Councillor J A Hutchinson arrived 8.25pm

It was planned to save energy costs by using solar panels and wind turbines. Funds would be raised by grant aid and selling of a corner of the field by the Link Road and Shellard Road. Completion of the skatepark was of key importance and funding for this would come out of the Section 106 money, even if the rest of the improvements didn’t go ahead. The next stage was to apply for planning permission for the changing village proposals and for Outline planning permission for the development at the bottom of the field. *Councillors Sims and Pomroy did not comment on this proposal.*

The following recommendations were moved by Cllr Sims and seconded by Cllr Vowles that:

- a) The further work is done to involve clubs and the community in the setting up of the sports hub.
- b) That the Council confirm that the Skateboard Park would be completed through use of section 106 funding, even if the other works on the field were not proceeded with.
- c) That the work with Mead Engineering on the plans for the playing fields continue.

- d) That Kendal Kingscott be commissioned to apply for full planning permission on the changing village and other improvements to the Sports and Leisure Centre
- e) That Kendal Kingscott apply on the Council's behalf for outline planning permission for the construction of dwellings on the Shellard Road/Station Road corner and that further consideration be given on how the plot might be developed to maximise the income to the council.

The recommendations were carried unanimously.

Action: Town Clerk

Councillor A R Hewlett arrived 8.35pm.

951. REPORTS FROM OTHER ORGANISATIONS:

- a) **ALCA** – The newsletter for October had been circulated and the contents noted.
- b) **ALCA** – Minutes of the meeting held 27th July had been circulated together with the Agenda for the next meeting on November 2nd. It was noted that Hanham Abbots and Yate were keen to revive their cycle speedway tracks and it was a possibility that a league could be established.
- c) **Joint Health Scrutiny Committee** – The contents of the correspondence dated 9th October was noted.
- d) **South Gloucestershire Heritage Forum** – The contents of the minutes of the meeting held 14th September were noted. It was also noted that the Filton Heritage Group provided regular input to the South Gloucestershire Forum.
- e) **Four Towns and Vale Link Community Transport** – Minutes of the meeting held 14th June had been circulated and the contents noted. It was also noted that there was a vacancy for a representative from the Council on this Committee. Cllrs R Hutchinson and Pomroy would enquire to see if the position could be filled.
Action: Cllrs R Hutchinson & T Pomroy
- f) **Parish Charter Working Group** – The contents of the Minutes of the meeting held 23rd August had been noted. It was reported that members sitting on Town and Parish Planning Committees did not feel that their views were taken into consideration when planning decisions were made. A South Gloucestershire Council Review Group was being set up and this may help.
- g) **Viridor Waste Management Committee** – The contents of the minutes of the meeting held 5th September 2005 had been noted. Improvements in the extraction systems had meant a reduction in dust at the site.
- h) **Filton People** – The Agenda for the AGM on 20th November had been circulated. Cllr R Hutchinson confirmed he would be attending.

- i) **Survey of Disability Issues** – Correspondence on this had been circulated and individuals were able to respond if they wished.
- j) **North Bristol Advice Centre** – Cllr Sims gave a verbal report on a recent meeting he had attended. The Centre was actively trying to encourage the use of the Credit Union Facility and also offered a one to one service on debt management.
- k) **Aviation Centenary Committee** – This was a new group developed from the Community History Group to help celebrate the Aviation Centenary in 2010. This was going to be a big event and lots of planning was needed. A representative from the Council was needed to form part of the Committee.
Agreed: to put on the Agenda of the next Finance Committee for discussion.

Action: Town Clerk

- l) **Filton Airfield Consultative Committee** – Cllr Crane gave a verbal report on a meeting he had recently attended. The Royal Mail were using the Airfield for approximately 9 months while Lulsgate airport was out of action and objections had been received as flights were taking place until 12.30 in the morning. These flights had been sanctioned by South Gloucestershire Council and the Civil Aviation Authority. Complaints had also been received about low flying aircraft taking off and landing every eight minutes at weekends. A protest group had been formed and had been invited to meet with Management about it.
- m) **Filton Community Association** - Minutes of the meeting held 3rd October were tabled. Members of the public were welcome to attend these meetings.

952. SOUTH GLOUCESTERSHIRE MATTERS:

- a) **Cllr Sims** – gave a brief report on meetings he had attended. At the Planning Transport and Environment meeting he had been given a South Gloucestershire Design and Checklist document which referred to small sites and conversions to flats. A lot of items referred to in the document had been taken from the South Gloucestershire Council Local Plan. He offered to answer any questions from anyone if necessary.
- b) **Cllr Pomroy** – reported that the Gambling Act was going to Cabinet on Monday and would be presented to full Council in January.
- c) **Cllr R Hutchinson** – reported that South Gloucestershire Council were due to look at the Local Government White Paper which had implications for Town and Parish Councils which need to be looked at. He also reported that he had been involved as a member of the board of the West of England Partnership, in a delegation to Ruth Kelly MP, Secretary of State for Communities and Local Government to present the business case for the partnership.
He had also, with Doug Naysmith MP, attended a meeting with Schools Minister, Jim Knight to see if any funding might be able to be secured for replacement of buildings at Patchway High School. This was as a result of

a £25m grant that had been given by Government as an advance allocation under the Building Schools for the Future programme, and allocated for the rebuilding of Filton High School by South Gloucestershire Council.

He, together with Cllrs Sims and Pomroy had secured a sum of £35,000 through the South Gloucestershire budget for regeneration work on Filton Hill. A meeting had recently been held between them and officers to consider how the money might be spent.

He also reported that the budget process was just about to start.

953. NORTH FIELD DEVELOPMENT BRIEF:

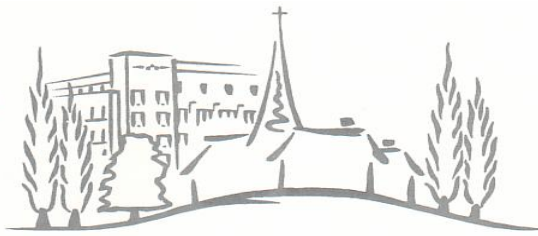
This had been referred from the Planning Committee as concerns had been raised about the proposed access from the site onto the A38. A left and right turn was detailed and the committee felt a right turn was not workable. The proposed junction was opposite the Benson's site and this area had been earmarked for development as employment land. Developers of the site had wanted to build houses first to bring in some income but they were being encouraged to build the relief road and other infrastructure first to relieve pressure on roads that will be further congested. The application had now gone to appeal.

Agreed: that the Council support the completion of the relief road in advance of the building works and look at the bigger picture of the whole area.

954. ACCOUNTS: In the total sum of **£100,637.52 (copy in Minute Book)** were approved for payment and signed.

There being no further business the meeting closed at 9.40pm.

CHAIR



FILTON TOWN COUNCIL

ELM PARK | FILTON | SOUTH GLOUCESTERSHIRE | BS34 7PS

Town Clerk : Lesley Reuben

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Tel/Fax : 01454 866698

26th October 2006

Dear Member

You are hereby summoned to a meeting of **FILTON TOWN COUNCIL** to be held on **TUESDAY 31st October 2006 at 7.30pm** in the **Pavilion, Elm Park, Filton.**

Yours Sincerely

L.A.Reuben

Town Clerk.

A G E N D A

1. Apologies for Absence
2. Evacuation procedure
3. Declarations of Interest
4. To approve the minutes of the meeting held 26th September 2006 (*pages 1-5*)
5. Matters of report arising from those minutes
6. Submissions from the public
7. Submissions from members
8. Any other items the Chair decides are urgent
9. Reports from Committees, Working Groups and the Town Clerk
 - a) Finance & General Purposes Committee meeting 12th October 2006
 - b) Planning Committee – Minutes of the meetings held 3rd and 17th October
 - c) Sports Hub Meeting 24th October – Notes attached
10. Reports from other Organisations
 - a) ALCA – October 2006 Newsletter enclosed
 - b) ALCA – Agenda for meeting 2nd November and Minutes of the meeting held 27th July attached
 - c) Joint Health Scrutiny Committee – correspondence attached
 - d) South Gloucestershire Heritage Forum – correspondence attached
 - e) Four Towns & Vale Link Community Transport – Agenda for meeting 22nd November and Minutes of the meeting held 14th June attached
 - f) Parish Charter Working Group – Minutes of the meeting held 23rd August attached
 - g) Viridor Waste Management – Agenda for meeting 9th November and Minutes of the meeting held 5th September attached
11. South Gloucestershire Matters
12. Consultation on the South Gloucestershire North Field Development Brief
12. To authorise the payment of Accounts

Minutes of a meeting of **FILTON TOWN COUNCIL** held **Tuesday 28th November 2006** at 7.30pm in the Pavilion, Elm Park, Filton.

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

APOLOGIES: Cllrs A Blake, G A Crane.

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

956. DECLARATIONS OF INTEREST: Cllrs Sims and Bell declared a personal interest in Filton People and Cllr Freeguard declared a personal interest in Filton Community Association.

957. MINUTES: of the meeting held 31st October 2006 were approved as an accurate record with a correction to Minute 451d) – South Gloucestershire Heritage Forum – the Filton Heritage Group were now named the Community History Group.

958. MATTERS OF REPORT ARISING: *Arising from Minute 946 (939a) – Pub Sign* – The new sign was due to be unveiled at 1pm on the 1st December. A press release had been issued about this. It was noted that the artist had offered to do another sign for the front of the building free of charge – the Council would only have to pay for the frame. It was proposed by Cllr Pomroy and seconded by Cllr Vowles take up this offer and to write and thank him for the work he had done.

Action: Town Clerk

Arising from Minute 947a) – Avonsmere Park – Problems at the site were ongoing but South Gloucestershire Council were prepared to take action within their powers to try to improve the situation. In the House of Commons, Doug Naysmith MP had attended the all party group meeting on park homes.

Arising from Minute 950a) (780) – Link Road Verges – It was reported that four people had attended the daffodil planting session and that the Filton Environmental Action Group may reform.

Arising from Minute 951e) – Four Towns and Vale Link Community Transport It was reported that the next meeting was due to be held in Filton.

Arising from Minute 953 – North Field Development Brief – It was reported that plans for the junction from the site with the A38 will be considered with the plans for the Bensons site and priority will be given to buses as part of the showcase bus route.

959. SUBMISSIONS FROM THE PUBLIC:

- a) **Church View Flats** – Concerns were raised from members of the public about constant verbal abuse from youths and missiles being thrown from balconies. The Chair replied that glass fronts were being fitted to the balconies of the flats, which will help the problem. Concerns were also raised that now that there was no security person at McColls there was also an increase of anti-social behaviour in the area mostly fuelled by alcohol. However, no official complaints had been received from residents in the area who were continuing to monitor the situation.

960. SUBMISSIONS FROM MEMBERS:

- a) **Electrical Shop on Filton Avenue** – This shop had been forced to close due to the ill health of the man who ran it and the service he provided would be missed especially by elderly residents.

Agreed: That the Council should write a letter of thanks for his service to the local community.

Action: Town Clerk

961. URGENT ITEMS FROM THE CHAIR:

Cllr Hutchinson reported on the South Gloucestershire Asian Project Annual Show that he had attended at Filton High School on behalf of the Council. The event had been very enjoyable.

962. REPORTS FROM COMMITTEES, WORKING GROUPS AND THE TOWN CLERK:

- a) **Finance & General Purposes Committee** – Minutes of the meeting held 14th November were received. *Arising from Minute 789g) – Christmas Lights* – It was reported that Christmas lights were being erected this year in some areas of Filton. Unfortunately, no lights were able to be erected in the Bulldog area due to the lamp posts being made of concrete but 12 lights were due to be erected in Church View and 6 were going up in the Conygre area of Filton Avenue.

Agreed: to put a notice in the notice board by the Bulldog explaining why there were no Christmas lights in the area and to write to shopkeepers in the area explaining the situation and asking if they could do good Christmas window displays.

Arising from Minute 789h) – Car Park Resurfacing – No progress had been made yet. The Clerk would ask the Site Manager and the Operations Manager to have a look at a dangerous area of the car park where a large dip had appeared in the surface and to close it off if it was a danger to the public.

Action: Town Clerk

Arising from Minute 792 – Stewards Flat – So far one member of staff and 2 non staff members had showed an interest in renting the flat. This should be put back on the next Finance Agenda.

Action: Town Clerk

- b) **Planning Committee** – Minutes of the meetings held 7th and 21st November had been received.

Arising from Minute 271 – Feedback and Questions -The Chair had attended the presentation on the planning application PT06/2755/O – Land at Junction of Southmead Road. A new application was expected in January and when it was received, the developers would be invited to make a presentation to the Council. Concerning planning application PT06/0164/F – New Road Playing Fields – this had been rejected by South Gloucestershire Council on the grounds of the ratio of affordable housing provided. The provision of ‘Debut’ homes was a new concept and it was likely that the planning inspector will most likely make the final decision. It was noted that enforcement officers were looking at the garage site at the top of Bronkse Road and that a repair workshop was being developed in the back garden of a property in Clyde Road. Cllr Sims agreed he would investigate this further.

Action: Cllr Sims

It was also noted that a site visit had been carried out in respect of planning application PT06/2665/F – 58 Fourth Avenue.

- c) **A38 Aztec West Roundabout Junction** – Plans had been received to turn the lay by on the A38 Southbound into a third lane to ease traffic congestion. The Council did not have any objections to this proposal.

963. REPORTS FROM OTHER ORGANISATIONS:

- a) **ALCA** – Contents of the November newsletter were noted.
b) **ALCA Planning Training Day** – A planning training evening was planned for 31st January 2007 for interested Councillors but at this stage no-one was interested.

Agreed: to refer this item to the next Planning Committee.

Action: Town Clerk

- c) **Aviation Centenary Steering Group** – Minutes of the meeting held 10th October had been circulated. The group were planning a big event in the area to celebrate the event and members from Rolls Royce, the Aero Museum, and Bristol Culture Group were involved.
d) **Four Towns Play Association** – Correspondence had been received and noted. It was also noted that Michael Follett, Play Officer for South Gloucestershire Council, was invited to the next meeting of the Finance Committee.

Action: Town Clerk

- e) **Sevenside Community Rail Partnership** – Correspondence had been received and noted.
f) **Filton People AGM** – A verbal report was received on the recent meeting. It was noted that the Management Committee had stayed the same and that Jackie Sims was Treasurer and Jane Tozer was Secretary. Minutes of the Committee meeting held 18th September were circulated.
g) **Filton Community Association** – Contents of the meeting held 7th November were noted. It was also noted that the date of the next meeting was 6th December not 5th December as stated in the minutes.

- h) **Southern Brooks** – Cllr Sims would report more fully at a future date on where the grant money had been spent.

Action: Cllr Sims

964. OTHER REPORTS:

- a) **Joint Local Transport Plan and Joint Delivery Report** – Councillors could refer to the advertised website if they wished to have a look at this document.
- b) **Bristol Development Framework Core Strategy Issues Paper** – Information on this was noted.
- c) **Enforcement Powers** – The Council would be looking at the issues of litter, graffiti, dog fouling, etc in the New Year. It was noted that dog wardens had recently issued fixed penalty notices to owners who had allowed their dogs to foul the playing fields at Elm Park.

Action: Town Clerk

Councillor D Bell left the meeting – 8.50pm

- d) **Sports Hub Meeting** – The next meeting had been arranged for 7th December at 7.30pm in the Pavilion at Elm Park.
- e) **Safer South Gloucestershire Event** – Two events were due to be held in the New Year, one of which was in the Folk Centre on 24th January from 10.30am to 3pm. The Council should consider whether they wished to do a display at this event.

965. SOUTH GLOUCESTERSHIRE MATTERS: The three South Gloucestershire Councillors R Hutchinson, T Pomroy and S Sims gave verbal reports on recent meetings they had attended. These included the Taxi Liaison Committee, Public Rights of Way, Planning and the Cabinet meeting where budgets had been discussed.

966. ACCOUNTS: in the total sum of **£73,062.84 (copy in Minute Book)** were approved and signed. This included an amount of £605.13 for the recent job advertisement for a position in the swimming pool, which the Council thought was expensive. The Clerk replied that other adverts had also been placed in the University of the West of England Jobshop but no suitable applicants had come forward. Western Newspapers were only used as a last resort.

967. DATE OF NEXT MEETING:

The December full Council meeting would be held on Tuesday 12th December at 7.30pm and a special meeting of the Finance Committee would be held on 19th December at 7.30pm in the Library room.

There being no further business the meeting closed at 9.25pm.

CHAIR

Minutes of a meeting of **FILTON TOWN COUNCIL** held **Tuesday 12th December 2006** at 7.30pm in the Pavilion, Elm Park.

PRESENT: Cllrs R M Hutchinson (Chair), G A Crane, A Blake, J A Hutchinson, B A Freeguard, D Bell, D Vowles, S J Sims, P Blandamour, A R Hewlett

APOLOGIES: Cllrs C Hewlett, T Pomroy.

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

969. DECLARATIONS OF INTEREST: There were none.

970. MINUTES: of the meeting held 28th November 2006 were approved as an accurate record.

971. MATTERS OF REPORT ARISING: *Arising from Minute 958 (946) – Pub Sign* – The sign had been erected outside the Ratepayers Arms and the other new sign to go up on the side of the wall of the pavilion opposite the garages had just arrived. Lights had been ordered so the sign outside the Ratepayers Arms would be illuminated.
Arising from Minute 962a) (789) – Christmas Lights – The lights had been erected in Filton Park, Filton Avenue North and Church View/Filton Hill but one was not working in Filton Park and this had been reported. *Arising from Minute 792 – Stewards Flat* – No members of staff were interested in renting the flat so it would be offered to a member of the public who was interested. *Arising from Minute 962b) – Planning Committee* – An application for the small garage workshop at the top of Bronkseas Road would be received soon. *Arising from Minute 963g) – Filton Community Association* – The meeting planned to take place on 6th December had not taken place and would now be held on 16th January.

972. SUBMISSIONS FROM THE PUBLIC: There were none.

973. SUBMISSIONS FROM MEMBERS: There were none.

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

975. REPORTS FROM COMMITTEES, WORKING GROUPS AND THE TOWN CLERK:

- a) **Finance Issues – i) Coffee Machine** – Three quotations to install a coffee machine behind the bar in the Ratepayers Arms were looked at so there was an alternative to buying cold or alcoholic drinks. Many customers were not aware that coffee was available to purchase from the bar

although it was instant and with water from a kettle – it was hoped that if a machine was on view more coffee would be purchased.

Agreed: That quote 1 was the favoured option. It was proposed by Cllr Sims and seconded by Cllr Hewlett that the Clerk would try to negotiate a deal that was most advantageous to the council. She would also arrange to meet with the vending company for a demonstration on how the machine worked and to assess whether it was the right size for the bar area.

Action: Town Clerk

ii) **CCTV** – Quotations for this had not been received and it would be put on the Agenda for discussion at the next meeting of the Finance Committee.

Action: Town Clerk

976. REPORTS FROM OTHER ORGANISATIONS:

- a) **ALCA** – Contents of the December newsletter had been noted. It contained a report that St Andrews Youth Club in Filton had been awarded £45,000 to rebuild their narrow boat, from a Government grant known as the Big Stash in South Gloucestershire. This news was welcomed by the Councillors.

977. OTHER REPORTS: There were none.

978. SOUTH GLOUCESTERSHIRE MATTERS: The two South Gloucestershire Councillors R Hutchinson and S Sims reported briefly on recent meetings they had attended. It was reported from the Cabinet meeting that £52,000 remained of the £115,000 that was being put into Community transport and this would be put towards the purchase or rental of three new vehicles to further improve the service provided. It was also reported that 11,000 Senior Citizen Railcards had been purchased and these would be offered for sale at a discounted price. It was noted that agreement had been reached on the Waste Strategy. It was also reported that plans for the development at Rolls-Royce were due to go out to public consultation and would be displayed in the Library. At the Community Care meeting it was noted that improvements to the council house stock were due to be made before the transfer to Merlin Housing who would then be responsible for them. It was also reported that the former county of Avon was still on many databases and a petition had been started on the Greater Bristol Foundation website to try to get the name of Avon abolished.

979. ACCOUNTS: In the total sum of **£57,876.04 (copy in Minute Book)** were approved and signed. The Clerk would find out exactly what the Thermal Technology Invoice for £667.40 for replacement filters in the air handling unit was for and would report back to the next meeting.

There being no further business the meeting closed at 8.15pm.

CHAIR