

Minutes of a meeting of **FILTON TOWN COUNCIL** held **Tuesday 30th January 2007** at 7.30pm in the Pavilion, Elm Park, Filton.

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

APOLOGIES: Cllrs D Bell, D Vowles,

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

981. DECLARATIONS OF INTEREST: Councillor A Blake declared a personal and prejudicial interest in Minute 292 of item 10b) Planning Committee Application PT06/3651/F – 38 Braemar Avenue.

982. PLAY RANGERS PRESENTATION: Emma Bevan and Claire Cammish gave a short presentation on the work of the Playrangers who already run 2 sessions a week and one Saturday a month in Filton at Elm Park. Filton had been designated a high priority area and the group also worked in five other areas within South Gloucestershire – Patchway, Yate, Thornbury, Staple Hill and Kingswood.

So far 18 sessions had been held at Filton and 118 children had attended ranging in age from 3 to 15, although children under the age of 5 should also have a parent in attendance. Activities included den making, cooking and ball games and the idea behind the scheme was to encourage children to play outside in open spaces with someone of authority in attendance. The sessions were free and were not run as a ‘club’ - the children were able to come and go as they pleased although the rangers usually took a contact telephone number in case of emergencies.

The Play Rangers organisation came under the umbrella of Childrens Playlink and they worked closely with other partnerships such as Community Safety. They were also planning to work closely with both St Andrews and Pyramid Youth Clubs. The same Rangers worked in the same areas so the children would get to know them and they always wore a uniform and name badge. Promotion of the sessions was very important and the Council could help by advertising on the local notice boards. Funding so far had come from South Gloucestershire Council and the Lottery Fund. Further information on the work of the Play Rangers could be found on their website www.playrangers.org.

983. MINUTES: of the meeting held 12th December were approved as an accurate record.

984. MATTERS OF REPORT ARISING: *Arising from Minute 971 – Pub Sign –* It was reported that the artist had nearly finished work on the last Ratepayers Arms sign. *Christmas Lights* - it was reported that most people had praised the

Christmas light display in Filton. There was one light which did not work and this would be returned to the manufacturer for a refund.

985. SUBMISSIONS FROM THE PUBLIC:

- a) **Southmead Road Traffic Scheme** – A local resident complained about the installation of a traffic island outside his property on Southmead Road. The main reason for his complaint was the fact he had not been consulted about it. The Chair explained that it was requests from residents that some form of traffic control should be installed to try to stop vehicles cutting in at the last minute from the lane designated for access to the BAE car park only.

Following a site meeting with an Engineer it was decided that construction of a traffic island was the best option and it was understood that a leaflet drop was carried out to properties affected inviting residents to contact South Gloucestershire Council if they had any concerns. A notice was also erected on a lamp post informing people of the work to be carried out. Another resident at the meeting also commented on the work in progress, but he was supportive of the work and thought the alterations to the road were needed to improve safety in the area and reduce vehicle speeds. The Councillors agreed to look into what consultations had taken place.

Action: Councillor R Hutchinson

986. SUBMISSIONS FROM MEMBERS:

- a) **Re-cycling** - A member enquired whether the rubbish collected from Elm Park was re-cycled. The Clerk confirmed that this was the case – the refuse was recycled when it got to the Viridor premises.
- b) **Jessie May Trust** – The Chair reported that he had received a letter from the Director of the Trust thanking the Council for raising over £3000 in three years at the quiz nights.
- Agreed:** that a copy of the letter should be displayed on the notice-boards for members of the public to see.

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

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

- a) i) **Finance and General Purposes Committee** – *Arising from Minute 807 - Budget & Precept Requirements* – It was noted that the correct precept requirement was £470,045 and not £152.91 as stated in the minutes.
- Arising from Minute 808c) – Skateboard Park & Playing Fields* – It was reported that letters had been sent out by Lois Pryce looking for grant funding and explaining that Filton People and the Town Council would be working together.
- Arising from Minute 809c) – Gaming Machines* – Cllr Pomroy had been making enquiries regarding costings of different machines and would make a full report when he had received all the information.

Arising from Minute 811a) – Four Towns & Vale Link Grant Application – A request was made whether their grant could be indexed linked each year. The Chair said that any request would have to be made in writing as it would not be done automatically.

Arising from Minute 814 – Land Behind the Bulldog – The Council considered the recommendation from the Finance Committee to install gates on three exits from the area behind the Bulldog and to block off access from Crophorne Road and Fifth Avenue at an approximate cost of £10,000, some of which would be through a grant from Safer South Gloucestershire. It was also suggested that businesses and residents should be asked to make appropriate contributions.. It was moved by Cllr Sims and seconded by Cllr Pomroy that the recommendation be accepted.

Agreed: that the recommendation be accepted. There was one abstension.
Arising from Minute 815 – Millennium Green – Concerns had been raised by the Police about the levels of anti-social behaviour occurring just inside the main gate on Northville Road. The Council considered the recommendation of the Finance Committee that the pedestrian access to the Green should be removed at the Northville Road entrance and the existing gate relocated to the top of Pine Grove. A new higher gate, of the full width of the entrance would then be installed at the main entrance in Northville Road. It was likely that funding would be provided by Safer South Gloucestershire.

It was moved by Cllr R Hutchinson and seconded by Cllr Pomroy that the recommendation should be accepted.

Agreed: unanimously to accept the recommendation.

Action: Town Clerk

ii) Ratification of Precept Requirement: It was proposed by Cllr R Hutchinson and seconded by Cllr Sims to accept the recommendation of the Finance Committee that the precept figure for 2007/08 should be set at £470,045 which was equivalent to a 2.98% increase per Band D property.

Agreed: unanimously to accept the recommendation.

Action: Town Clerk

iii) Station Road Allotments: The Council considered the recommendation from Minute 813 of the Finance Committee that the Council take over the allotments at Station Road from Bristol City Council on a 125 year lease at a cost of £25,000. It was moved by Cllr R Hutchinson and seconded by Cllr Pomroy that the recommendation be accepted.

Agreed: that the recommendation be accepted. There was one vote against the recommendation.

Action: Town Clerk

b) Planning Committee: Minutes of the meeting held 16th January were received.

Cllr A Hewlett arrived – 8.45pm

988. REPORTS FROM OTHER ORGANISATIONS:

- a) **ALCA** – The January newsletter had been circulated together with information about forthcoming training days and the contents were noted.
- b) **ALCA Minutes** – of the meeting held 24th August 2006 had been circulated and the contents were noted.
- c) **ALCA Agenda** – for the forthcoming meeting on 1st February had been circulated and the contents had been noted.

989. OTHER REPORTS:

- a) **Four Towns Play Association Annual Report** – The contents of the report were noted. A grant application would be referred to the Finance Committee.

Action: Town Clerk

- b) **South Gloucestershire Council Statement of Community Involvement** - A copy of this document was available from the Clerks' office if any-one wanted to comment on it.

Agreed – to pass a copy to Councillor Vowles to see if she had any comments to make on behalf of the Council in her capacity as Chair of the Planning Committee. Comments could be made up until 23rd February.

- c) **Consultation on Waste** – This consultation was due to run until 23rd March and there were some big issues to consider.

Agreed: to put this back on the Agenda for discussion at the next meeting.

Action: Town Clerk

- d) **North Bristol Advice Centre** – It was noted that over £1.5 million had been received back in debt collection for customers. The services provided were valuable to the local Community and worthwhile supporting.

990. SOUTH GLOUCESTERSHIRE MATTERS:

The three South Gloucestershire Councillors gave brief reports on the Licensing Committee, Planning and Ethical Standards Committee and the full Council meeting of South Gloucestershire Council where it was reported that they were nearing the end of the budget process. The Councillors offered to answer any questions from members but there were none.

- 991. ACCOUNTS:** in the total sum of **£101,910.38 (copy in Minute Book)** were approved and signed. This included an amount of £1149.43 for ABA Electrical which was passed for payment following an explanation from the Clerk that the payment was for a vending machine socket and replacement fan in the swimming pool.

There being no further business the meeting closed at 9.05pm

CHAIR

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Minutes of a meeting of **FILTON TOWN COUNCIL** held **Tuesday 27th February 2007**
at 7:30pm in the Pavilion, Elm Park, Filton.

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

APOLOGIES: Cllrs A Hewlett, J Hutchinson

- 992. EVACUATION PROCEDURE:** The Chair drew attention to the emergency evacuation procedure as set out in the Agenda.
- 993. DECLARATIONS OF INTEREST:** Councillors S Sims, T Pomroy and C Hewlett declared a personal and prejudicial interest in Agenda item 10c) Planning Application PT07/0196/F. Cllr T Blake declared a personal and prejudicial interest in Minute 300 i) of item 10b) Planning Committee minutes 20th February 2007.
- 994. CHURCHILL RETIREMENT LIVING PRESENTATION:** Vinh Nguyen, area director for Churchill, Peter Lawson, planning consultant from Turley and Jessie Vanberg, regional secretary for Churchill introduced themselves to those present. Mr Nguyen gave a brief summary of the history behind the site, i.e. the area of land adjacent to Southmead Road and Gloucester Road. The site had formerly belonged to BAE and Airbus and had been disposed of two years ago. A previous application by Redrow Homes to erect 65 flats on the site had been refused. Churchill were proposing to erect 55 (category 2) sheltered housing flats on the site together with 19 car parking spaces. It was noted that 38 of the flats would be 1 bedroom flats, the remainder being 2 bedroom flats. Mr Nguyen confirmed that Churchill had consulted with local residents and stakeholders. A public exhibition had been held at Upper Horfield School on 23rd November and feedback from that meeting had been used to develop a new scheme which had a much more residential feel to it. The site layout plan showed a 4 storey design dropping to 2 storey in places. Access to the site would be on Southmead Road via a splitter island which allowed only 'left in/left out' traffic and located at the maximum distance achievable from the roundabout. The Chair thanked Mr Nguyen for his presentation and questions were invited from those present.

Members questioned the small number of parking spaces being provided and noted the lack of adjacent road parking available. Mr Nguyen confirmed that the number complied with the maximum number set down by district councils for category 2 sheltered housing. He reported that although the age limit for the flats was 60 plus, experience in other areas had shown that the majority of people who move to sheltered housing are 75 plus and are not as mobile. Mr Nguyen confirmed that statistics were available from other developments to confirm that the number of spaces would be adequate. The issue of access was also raised by member who pointing out that it was located on a very busy junction and would also lead to a build up of traffic in nearby roads.

The Chair thanked Mr Nguyen for his presentation and confirmed that the Council would now consider the planning application and make their comments to South Gloucestershire Council where the final decision would be made.

Cllrs T Pomroy, S Sims and C Hewlett left the room at this point and took no further part in the discussion.

Members discussed the application and a proposal to register the Council's objections in order of priority was agreed unanimously. The objections and priorities were agreed as follows:

- 1) Insufficient car parking
- 2) Concerns over the height of the building – i.e. over intensive 4 storey building
- 3) Concerns re: vehicular access to and from a main road

Cllr D Vowles and Cllr D Bell left the meeting at this point.

Cllrs T Pomroy, S Sims and C Hewlett rejoined the meeting at this point.

- 995. MINUTES:** of the meeting held 30th January 2007 were approved as an accurate record after noting with reference to Minute 988 a) i) that all letters to Filton People should be addressed to either the Chair or Management Committee.
- 996. MATTERS OF REPORT ARISING:** *Arising from Minute 982 – Play Ranger's Presentation* - A further invitation would be issued to Mike Follett.
Arising from Minute 984 – Pub Sign – It was reported that the artist has finished work on the last Ratepayer's Arms sign. It would replace the old bar sign on the front of the building facing the road. The words Ratepayers Arms would be in gold at the top, with the Filton Town logo underneath and the words Free House at the bottom.
Arising from Minute 986a) – Re-cycling – Following on from reports in the local news, the Clerk would contact Viridor to re – affirm that waste collected from Elm Park is re-cycled and not dumped.
Arising from Minute 988 – Gaming Machines – It was reported that a quiz machine had now been installed in the bar on a 3 month trial basis. Profits would be shared on a 50/50 basis. The steward had confirmed that the machine had generated a lot of interest. A second gaming machine would be installed shortly to gauge customer interest.
- 997. SUBMISSIONS FROM THE PUBLIC:**
a) Development of land at the rear of 29 -33 Gayner Road - A local resident from Elm Park expressed concerns about the proposed development of 8 flats on the site. It was confirmed that Filton Town Council has already notified South Gloucestershire Council of its objections to the application. A site visit was due to take place shortly where residents who had made an objection would have an opportunity to speak. This would be followed by a meeting at DC West where

residents would again have an opportunity to speak although this is not a decision making committee. The final decision would be made by the planning committee at South Gloucestershire Council.

b) Anti Social Behaviour: A resident whose property borders the main Northville Road entrance to the Millennium Green was concerned that if the main entrance is blocked it would lead to anti social behaviour problems being driven back onto her property. This had happened in the past and there had been problems in getting a quick response from the local police force. The Chair confirmed that there had been serious anti social problems in the area of land behind the Bulldog and the Millennium Green for some time now and that the police were very aware of the problems. The council was working in partnership with the police and had agreed in principle that taking away access would act as a deterrent. The Chair emphasised that before any final decisions are taken consultations with local residents would take place in order to find out what extra security measures might be needed. It was also noted that in a few months time Filton would have an extra beat manager and two further PCSOs in the area.

c) Building Construction on corner of Crothorne Road/ Northville Road: A resident reported that building work had been on-going for the past two years. Rubbish had been dumped and the roof had been taken off. It was noted that there is nothing the Council can do to enforce the builder to finish the work as contractors have up to 5 years to start a project.

998. SUBMISSIONS FROM MEMBERS: A letter was circulated to members from North Bristol NHS Trust confirming that the Department of Health had given the go ahead for the Trust to build a new state-of-the-art acute hospital at Southmead.

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

1000. END OF YEAR ACCOUNTS:

a) Signing of the amended 2003/4 Accounts:

Agreed: that the amended 2003/4 accounts be adopted and signed

b) Signing of the amended 2004/5 Accounts

Agreed: that the amended 2004/4 accounts be adopted and signed

c) Signing of the amended 2005/6 Accounts

Agreed: that the amended 2005/6 accounts be adopted and signed

1001. REPORTS FROM COMMITTEES, WORKING GROUPS AND THE TOWN CLERK:

a) Finance & General Purposes Committee - Minutes of the meeting held 13th February 2007 were received.

b) Planning Committee - Minutes of the meetings held 6th February and 20th February 2007 were received.

1002. REPORTS FROM OTHER ORGANISATIONS:

a) **Filton People** – the minutes of a committee meeting held 20th November 2006 were received.

b) **ALCA Newsletter** – the contents were noted.

1003. OTHER REPORTS:

a) **Revised Code of Conduct** – The contents of the consultation paper were noted. There were no comments or suggestions to report.

b) **Draft Biodiversity Action Plan** – The contents of the draft consultation were noted. **Agreed:** To feedback the comment that it is disappointing to see no mention of the wide variety of wildlife found in domestic gardens included in the action plan.

Action: Town Clerk

c) **T- Mobile Consultation on proposed Base Station to provide Communications to the Filton Avenue area:** - *Cllrs S Sims and T Pomroy took no part in the discussion.* The contents of the consultation paper were noted. There were no objections.

d) **Gender Equality Scheme Action Plan** – The contents of the action plan were noted. There were no comments to report.

e) **Greater Bristol Bus Network Corridor, Abbeywood Roundabout** – Members welcomed the proposed scheme and had no objections to report.

f) **Consultation on Waste** – The contents of the consultation booklet were noted. Cllr Blake agreed to report back.

Action: Cllr T Blake

1004. SOUTH GLOUCESTERSHIRE MATTERS:

Cllr Sims gave a brief report on the public transport and Agenda 21 meetings which he had attended. Cllr R Hutchinson reported that there had been a consensus of agreement on both the capital and revenue budgets. It was noted that the increase in council tax would be just under 5%. More money would be going into services for the elderly, people with learning difficulties and the replacement of street lamp columns. The £3,500,000 needed for these projects would come out of efficiency savings but these would be backroom rather than frontline. It had also been agreed that travel tokens would not be re-instated as their value did not match the value of the free bus passes.

1005. ACCOUNTS: in the total sum of **£55,526.82 (copy in Minute Book)** were approved and signed.

There being no further business the meeting closed at 9:55pm

Minutes of a meeting of **FILTON TOWN COUNCIL** held **Tuesday 27th March 2007**
at 7:30pm in the Pavilion, Elm Park, Filton.

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

APOLOGIES: Cllrs C Hewlett, J Hutchinson, A Monk

1006. EVACUATION PROCEDURE: The Chair drew attention to the emergency
evacuation procedure as set out in the Agenda.

1007. DECLARATIONS OF INTEREST: There were none.

1008. PRESENTATION ON PLAY POLICY: Mike Follett, Play Officer for South
Gloucestershire Council, began his presentation by summarising the changes in
recent years which had taken away children's opportunities to play. The biggest
barrier was traffic; other factors included a loss of informal spaces, busy
lifestyles, electronic entertainment and general anxieties regarding shared public
spaces (i.e. bullying etc). Surveys had shown that play is the single most effective
form of exercise for children and that when the quality of play environments is
increased, more children play outside. Mr Follett advised that South
Gloucestershire's play policy highlighted the need to plan and make informed
decisions for play and look at what makes a 'good play environment'. A short
film, showing various play projects in Germany, was screened to illustrate how
natural elements such as sand, water, fire, wood and rock could be incorporated to
make 'a world of exploration' for children. Mr Follett confirmed that there is
a duty to provide children with risk and that there is no longer a goal of absolute
safety. Questions were invited from the floor.

Members agreed that the quality of the projects shown on the film was admirable
but voiced concern over the issue of possible vandalism. Mr Follett agreed that it
would need a lot of time and effort to change things but the opportunity was there,
together with the support of play rangers, to consult with young people and
create an attractive area. It was noted that although there are government grants
available, these are to be used for the building of 4 Beacon Park projects. There
were no grants available to Parish and Town Councils to fund smaller projects.
The Chair thanked Mr Follett for his presentation.

Cllr D Vowles arrived at this point. Cllr D Bell left the meeting at this point

1009. MINUTES: of the meeting held 27th February 2007 were approved as an accurate
record.

1010. MATTERS OF REPORT ARISING: *Arising from Minute 997b- Anti Social
Behaviour* – A dispersal order was now in place for the next six months to cover

the area which included the Millennium Green, Filton Avenue to Wallscourt Road South and along the Bristol boundary to Cropthorne Road.
Arising from Minute 997c – Building Construction on corner of Cropthorne Road/Northville Road –It was reported that the building now has a roof.

1011. SUBMISSIONS FROM THE PUBLIC: There were none.

1012. SUBMISSIONS FROM MEMBERS: Agreed: that a copy of the booklet ‘Thornbury Community Garden’ should be circulated to members.

Action: Town Clerk

It was reported that the final 8 x 4 Ratepayers Arms sign had now been delivered and would be fitted on the side of the building facing the link road.

1013. URGENT ITEMS FROM THE CHAIR: There were none.

1014. REPORTS FROM COMMITTEES, WORKING GROUPS AND THE TOWN CLERK:

a) Finance & General Purposes Committee: Minutes of the meeting held 13th March 2007 were received. *Arising from Minute 833 – Flower Troughs* –these were due to be installed on the roundabout shortly.

Arising from Minute 835 – Millennium Green Benches – the concrete bases had been laid and installation of the benches was imminent.

b) Planning Committee: Minutes of the meetings held 6th and 20th March 2007 were received. It was noted that it is the council’s policy not to comment on councillor’s applications or any applications made by the council. A general discussion took place on density levels and how to know when these levels had been reached.

c) Four Towns Play Association: The Clerk had been asked to confirm where the Council would like the Filton sessions to be held. **Agreed:** to split the sessions between Elm Park, Shield Road School and Filton Hill in order to encourage more children to attend.

Action: Town Clerk

d) Staff Training: Arrangements were being made for staff training on issues such as licensing laws, health & safety and the new gaming and no smoking acts. Date and venue to be confirmed.

1015. REPORTS FROM OTHER ORGANISATIONS:

a) AICA Newsletter – the contents were noted.

b) Filton Community Association – The minutes of a meeting held on 6th March 2007 were received.

c) Filton Airfield Consultative Committee – Cllr Crane gave a brief report on a meeting he had attended recently. Issues discussed had included The Airbus 380 arriving at Filton for fuel system testing, the Royal Mail moving back to Bristol airport at the end of the year and the notification that an emergency exercise would be taking place at the airfield on the evening of May 26th. A suggestion was made

that it would be helpful if Parish and Town Councils were informed of the dates when testing was likely to be carried out.

1016. OTHER REPORTS:

A) Consultation on Waste: Cllr Blake gave a brief summary of the technological options under consideration for waste management and confirmed that the proposed option, resulting from the results of the consultation, was pyrolysis, a system which reduces rubbish to something very similar to charcoal. A series of plans were likely to be produced ranging from local to very large systems.

1017. SOUTH GLOUCESTERSHIRE MATTERS:

Cllr Sims gave a brief report on meetings that he had attended recently. These included two DC West site meetings in Filton, a Renewable Energy Project meeting and a recent visit to Filton Hill school with Cllr R Hutchinson to see their Biomass boiler. Cllr Pomroy reported on a series of meetings with the taxi liaison group and trade unions which he had attended to discuss a number of issues including driver security. Cllr R Hutchinson reported that the cabinet has approved the introduction of fixed penalty notices for litter, noisy pubs etc. under the Clean Neighbourhood act. A meeting of the South Gloucestershire full council had taken place last week which had included a debate on new community neighbourhood policing.

1018. ACCOUNTS: in the total sum of **£105,232.78** (copy in Minute Book) were approved and signed.

There being no further business, the meeting closed at 9:30pm

Minutes of a meeting of **FILTON TOWN COUNCIL** held **Tuesday 24th April 2007**
at 7:30pm in the Pavilion, Elm Park, Filton.

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

APOLOGIES: Cllrs C Hewlett, A Monk, D Bell

1019. EVACUATION PROCEDURE: The Chair drew attention to the emergency evacuation procedure as set out in the Agenda.

1020. DECLARATIONS OF INTEREST: Cllrs R Hutchinson and J Hutchinson declared a personal interest in item 848 (Gating issues) of the Finance & General Purposes Committee meeting dated 10th April 2007. Cllr Blake declared a personal and prejudicial interest in item 299 (PT06/3651/F) of the Planning Committee meeting held 17th April 2007.

1021. MINUTES: of the meeting held 27th March 2007 were approved as an accurate record.

1022. MATTERS OF REPORT ARISING: *Arising from Minute 1014 - Staff Training* – Dates to be confirmed.
Arising from Minute 1015 – Filton Airfield Consultative Committee – It was noted that a large number of seagulls nesting on nearby buildings had been causing major problems.

1023. SUBMISSIONS FROM THE PUBLIC:

a) **Churchill Housing Development** - A member of the public expressed concern that there had appeared to be no representative from Filton Town Council present at the site meeting for the proposed Churchill housing development on Southmead Road/ Gloucester Road North. It was confirmed that the Chair of the Planning Committee had been unable to attend but had provided a written report on behalf of the Council which had been read out at the site meeting.

b) **Filton Roundabout** – Residents raised a number of issues relating to the layout of Filton roundabout, i.e. the number of accidents and near accidents due to confusion over use of the correct lanes and traffic lights, particularly at the Gloucester Road North and Southmead Road junctions. It was noted that plans for the acute hospital at Southmead may well have an impact on the design layout of the roundabout in future.

c) **Graffiti on Garages bordering Elm Park** – Cllr R Hutchinson advised that if the graffiti is on private property, the owners' permission is normally needed for its removal. Cllr R Hutchinson confirmed that he would pursue the matter with South Gloucestershire Council to see if anything could be done.

Action: Cllr R Hutchinson

1024. SUBMISSIONS FROM MEMBERS:

a) **Skateboard Park** -Cllr Sims reported that Filton People had produced a report on the quotations received for the proposed skateboard Park at Elm Park. **Agreed:** to refer the report to the next meeting of the Finance & General Purposes Committee.

Action: Town Clerk

Cllr A Hewlett arrived at this point

b) **Horfield Estate** – Cllr Sims expressed his concern about the amount of green space which is being replaced by housing developments on the Horfield Estate and the impact it was having on Youth Clubs and voluntary bodies in the area. There had been no consultation with Filton. **Agreed:** to write to Nick Gurney, Chief Executive of Bristol City Council, with copies to Amanda Dicks, Chief Executive South Gloucestershire Council and local councillors.

Action: Town Clerk

c) **Renewal of Planning Consent** – Cllr Freeguard asked for the council's permission to apply for a renewal of planning consent for the re-locatable building in the car park adjacent to the ATC building at Pine Grove. **Agreed:** Cllr Freeguard and the Clerk to complete the necessary forms.

Action: Town Clerk & Cllr Freeguard

1025. URGENT ITEMS FROM THE CHAIR: There were none.

1026: REPORTS FROM COMMITTEES, WORKING GROUPS AND THE TOWN CLERK:

a) **Finance & General Purposes Committee:** Minutes of the meeting held 10th April 2007 were received. *Arising from Minute 840 – Volunteer Centre* – Members agreed that they needed to consider further ways of improving links with the Volunteer Centre.

Arising from minute 847 – Scout Lease – The Clerk advised that she was still waiting to hear from South Gloucestershire Council regarding the land lease.

Arising From Minute 853 – Pub Signs – The artist had agreed to produce a number of designs for consideration by the council.

Arising from Minute 848 – Gating Issues – Land at Rear of Park Road - An update was given on the recent meeting held with residents to discuss access issues. A vote was taken on the Finance Committee's recommendation to agree the decision in principle and was agreed unanimously.

b) **Planning Committee:** Minutes of the meetings held on the 3rd and 17th April 2007 were received.

1027. REPORTS FROM OTHER ORGANISATIONS:

a) **ALCA Newsletter** – the contents were noted.

b) **ALCA Executive Committee:** the minutes of a meeting of the Executive Committee held on 5th December 2006 were noted.

c) **South Gloucestershire Area Meeting:** the minutes of a meeting held on 1st February 2007 were noted.

1028. OTHER REPORTS:

- a) **Standards Committee Annual Review** – The contents of the report were noted.
- b) **Quality of Life Report** – The contents of the report were noted.
- c) **Corrections to Waiting Restrictions** – A number of corrections had been received for yellow lines and signs associated with waiting restrictions in the Filton area. It was noted that on July 1st 2007, new parking enforcement powers would come into force, which would allow South Gloucestershire Council to manage its own parking attendant team. Part of the process was to confirm that all lines and signs are laid in the correct position.

1029. SOUTH GLOUCESTERSHIRE MATTERS: Cllr Sims reported that he had attended a meeting on the new Decriminalisation laws where it had been confirmed that South Gloucestershire Council would have the powers to manage its own team to monitor illegal fly tipping. He had also attended a planning and transport meeting where there had been a presentation on parking strategy. Cllr Pomroy reported that he had attended a meeting of the licensing committee where it had been agreed to set the same fees across all authorities. Cllr Pomroy also updated members on meetings he had attended regarding issues relating to the taxi association. Cllr R Hutchinson reported that he had attended a cabinet meeting on 2nd April.

1030. ACCOUNTS: in the total sum of **£82,541.13** (copy in Minute Book) were approved and signed.

1031. GROWING A COMMUNITY FROM PLOT TO PLATE: The contents of the report were noted for information.

1032. CLLR GORDON CRANE: The Chair confirmed that Cllr Crane had decided not to stand for re-election at the end of his current term of office. Cllr Crane had been a member of Filton Town Council for twelve years, and Chair of Finance from 1999 – 2002. The Chair thanked Cllr Crane for all his hard work and respected contribution to the work of the Council over the past twelve years.

There being no other business, the meeting closed at 8:55pm

CHAIR

Minutes of the **Annual Meeting** of **FILTON TOWN COUNCIL** held on **Tuesday 15th May 2007** in the Badminton /Function Hall, Elm Park, Filton.

PRESENT: Cllrs: D Bell, T Blake, R Box, D Daniels, B Freeguard, C Hewlett, J Hutchinson, R Hutchinson, C Jenkins, A Monk, T Pomroy, S Sims, A Tink.

APOLOGIES: None

- 1. ELECTION OF CHAIR:** Councillor Pomroy was nominated, seconded and elected unopposed. A welcome was extended to new members and tributes paid to former members.
- 2. ELECTION OF VICE-CHAIR:** Councillor Sims was nominated, seconded and elected unopposed.
- 3. EVACUATION PROCEDURE:** The Chair drew attention to the emergency evacuation procedure as set out in the Agenda
- 4. DECLARATIONS OF INTEREST:** Cllrs R Hutchinson and J Hutchinson declared a personal interest in item 1026 of the minutes of the Town Council meeting held 24th April 2007 (Gating Issues at land at rear of Park Road). Cllr Daniels declared a personal interest in Filton Twinning Association.
- 5. TO ADOPT THE LOCAL AUTHORITIES (MODEL CODE OF CONDUCT) ORDER 2007:** Cllr R Hutchinson proposed that this Council adopt the model code of conduct including optional provisions Article 2(4) – Paragraph 7 and Paragraph 12(2) together with an addendum being adopted by South Gloucestershire Council.
The proposal was seconded by Cllr J Hutchinson and agreed unanimously.
- 6. MINUTES:** of the meeting held 24th April 2007 were approved as an accurate record after noting the removal of an inaccurate sentence in Minute 1029 - South Gloucestershire Matters – ‘*Cllr Pomroy reported that he had attended a meeting of the licensing committee where it had been agreed to set the same fees across all authorities*’
- 7. MATTERS OF REPORT ARISING:** *Arising From Minute 1023c) – Graffiti* – Cllr R Hutchinson reported that South Gloucestershire Council would be contacting the Town Council to discuss the removal of graffiti from the garages bordering Elm Park and the Millennium Green site.
Arising From Minute 1024b) – Horfield Estate – No responses had been received to date.
Arising From Minute 1026c) – Renewal of Planning Consent for ATC re-locatable building- The application had been rejected on a number of minor points. An amended application was due to be re-submitted.
Arising from Minute 1026 – Pub Signs – No designs had been received as yet due to the artist’s heavy workload. **Agreed:** to pursue retrospective planning permission for the sign.

Action: Town Clerk

8. SUBMISSIONS FROM THE PUBLIC:

a) Acoustics: A number of residents complained that the acoustics in the hall made it difficult to hear the meeting in progress. Members agreed that it was not an ideal venue for a public meeting but the Council's usual meeting room had not been available.

b) Conygre House: A member of the public expressed concern regarding Merlin Housing's move from Conygre House. She was concerned that the building would not be protected if it was put on the open market as it had not been 'listed locally'. Cllr R Hutchinson advised that although the building had been declared 'surplus' by South Gloucestershire Council two years ago, there were plans for another section of the Council to move into the building in the interim period. **Agreed:** The Town Council to pursue 'local listing' of Conygre House with South Gloucestershire Council.

Action: Town Clerk

c) Gating at Rear of Park Road : A resident from Park Road asked for an update on the situation regarding the entrance to the lane at the rear of Park Road. It was noted that although the matter had been debated at a meeting of the Community Safety Group, the issue had still not been resolved. It was reported that the Town Council is currently in the process of seeking legal advice on the situation and would carry out further consultation with residents.

Action: Town Clerk

9. COUNCIL'S COMMITTEE STRUCTURE: A motion to change the membership of the Finance & General Purposes Committee from 10 members to 9 was proposed by Cllr R Hutchinson and seconded by Cllr Monk. A motion to keep the membership of the Finance & General Purposes Committee as 10 members was proposed by Cllr Freeguard and seconded by Cllr Tink. A vote was taken on both proposals. Cllr Freeguard's proposal was defeated by 6 votes for to 7 against. Cllr R Hutchinson's proposal was passed by 7 votes for to 6 against. **Agreed:** that the membership of the Council's Finance & General Purposes Committee be amended to 9 members, these to include Chair and Vice Chair of Council and 7 others. **Agreed:** the structure of the Staffing Committee, Millennium Green Committee and Capital Projects Working Party to be included as an agenda item at the next meeting of the Finance & General Purposes Committee.

Action: Town Clerk

10. APPOINTMENT OF COMMITTEE MEMBERS & OUTSIDE BODIES:

This was discussed and agreed as per the attached documents.

Cllr Hewlett left the meeting at this point

11. SUBMISSIONS FROM MEMBERS: There were none.

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

a) Planning Committee: Minutes of the meeting held 1st May 2007 were received.

13. REPORTS FROM OTHER ORGANISATIONS:

a) **ALCA Newsletter** – It was noted that ALCA is running a number of training sessions which new Councillors might find beneficial. Members were asked to contact the Clerk if they are interested in attending.

b) **Twinning Newsletter** – Cllr Daniels was asked to pass on the Council's best wishes to Angela Fischer, Witzenhausen's new Bergermeister, for her birthday celebrations which coincided with the Association's forthcoming visit.

c) **Local Council Review** – The contents were noted.

14. ARRANGEMENTS FOR THE ANNUAL ASSEMBLY: The date of the Council's Annual Assembly meeting was confirmed as Tuesday 29th May 2007 at 7:30 pm in the Pavilion, Elm Park, to be directly followed by a meeting of the Finance & General Purposes Committee.

15. SOUTH GLOUCESTERSHIRE MATTERS:

Cllr R Hutchinson reported that he had been re-elected as leader of the Labour Group. The annual meeting of South Gloucestershire Council was due to take place on 23rd May but it was expected to be a short meeting and adjourned until after the by- election in Frampton Cotterell on 24th May.

16. ACCOUNTS: in the total sum of **£87,963.40** (copy in Minute Book) were approved and signed.

There being no further business the meeting closed at 8:55pm.

CHAIR

Minutes of a meeting of **FILTON TOWN COUNCIL** held on **Tuesday 26th June 2007** in the Pavilion, Elm Park, Filton.

PRESENT: Cllrs: T Pomroy (Chair), T Blake, R Box, D Daniels, J Hutchinson, R Hutchinson, A Monk, A Tink.

APOLOGIES: D Bell, B Freeguard, C Hewlett, C Jenkins, S Sims

17. **EVACUATION PROCEDURE:** The Chair drew attention to the emergency evacuation procedure as set out in the Agenda.
18. **DECLARATIONS OF INTEREST:** There were none.
19. **MINUTES:** of the meeting held 15th May 2007 were approved as an accurate record.
20. **MATTERS OF REPORT ARISING:** The lists of appointed committee members and representatives on outside bodies were circulated and approved.
21. **SUBMISSIONS FROM THE PUBLIC:**
- a) **Gating at Rear of Park Road:** A resident from Northville Road asked if there had been any further developments on the situation. It was reported that the Council had taken legal advice on the matter and were still awaiting the results of the solicitor's findings. Further consultation with residents would take place after the advice had been received. **Agreed:** to include the issue as an agenda item at the next meeting of full Council.

Action: Town Clerk

Cllr Box arrived at this point

- b) **Gating of Lane from Northville Road to Millennium Green:** It was confirmed that the matter was ongoing and would be revisited at a later date.
- c) **Dumping of Rubbish in Front Gardens:** A resident from Hunters Way asked if there were any by laws which could be enforced to prevent people dumping rubbish in their front gardens. The resident was advised to report the addresses of the properties concerned to one of the South Gloucestershire Councillors who would pursue the matter for her.
- d) **Traffic in Northville Road:** Concerns were expressed about the high volume of heavy traffic which uses the road as an access route to Filton Avenue and the Horfield estate. It was noted that South Gloucestershire Council are proposing an amendment to the existing weight restriction in the Northville Road area which should help to ease the situation.
- e) **Skip Lorries:** A resident complained about the damage caused to his property by skip lorries associated with a double glazing business in Gloucester Road North. It was noted that the company concerned does have planning permission. The owner has also applied for a waste transfer licence and is therefore operating legally. The resident was advised to contact the business directly with any complaints.

Cllr Monk arrived at this point

f) Northville Road Speed restrictions: Residents asked whether it would be possible to make one end of Northville Road into a one way system or reduce the current speed limit to 20mph. It was reported that South Gloucestershire Council has agreed to install a speed check monitor between the speed cushions sited halfway down Northville Road. Installation was due to take place in either September or October.

g) Traffic Calming at the bottom of Kenmore Crescent: In response to a request for traffic calming measures at the bottom of Kenmore Crescent, Cllr R Hutchinson agreed to investigate the possibility of having a speed check monitor installed.

Members of the public were reminded that they could submit questions in writing to the Town Clerk.

- 22. SUBMISSIONS FROM MEMBERS:** Cllr D Daniels reported that the parking problems at the end of Wallscourt Road/Filton Avenue were ongoing. Cllr R Hutchinson agreed to pursue the matter.

Cllr Pomroy reported that lorries appeared to be ignoring the road marking restrictions which had been put in place for Sundays at Tesco Express. Cllr R Hutchinson agreed to check the current restrictions.

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

a) Finance & General Purposes Committee: Minutes of the meetings held 29th May and 12th June 2007 were received. *Arising from Minute 6 – Removal of Graffiti on Garages in Elm Park* – It was noted that the residents would need to sign a disclaimer. *Arising From Minute 9 – Recruitment of Members – Standards Committee-* Cllr Daniels confirmed that he had been shortlisted for membership. *Arising From Minute 25 – Booking System* - It was noted that the cost of the software upgrade had been reduced by £1,000 after further consultation with Avalon. **Agreed:** that the purchase of the upgrade is necessary and to proceed with the planned installation of the booking system. *Arising from Minute 28 – Station Road Allotments* – The Clerk reported that she would be meeting with Mr Utter from Bristol City Council at 2pm on Thursday. Any Councillor wishing to attend the meeting was asked to contact the Clerk.

b) Planning Committee: Minutes of the meeting held 19th June 2007 were received. It was noted that the planning committee is still committed to the Council's policy of objecting to family homes being converted into 1 and 2 bedroom flats.

Arising from Minute 5 – PT07/0856/F – Salvation Hall –After being considered at DC West on 14th June 2007 the application had been approved. *Arising from Minute 5 –PT07/0196/F – Land adjacent Southmead Road/Gloucester Road-* After being considered at DC West on 14th June 2007 the application had been refused.

c) Invitation to ProLogis Developments Ltd and Rolls Royce plc Meeting: Cllr Bell and Cllr Daniels had expressed an interest in attending the meeting on 9th July 2007. **Agreed:** Feedback to be given at the next meeting of the Town Council.

Action Cllrs Bell & Daniels

d) Proposed Aviation Museum and Business Units Presentation: Agreed: Cllr Sims to represent Filton Town Council at the presentation on Wednesday 11th July 2007.

Action: Cllr Sims

24. REPORTS FROM OTHER ORGANISATIONS:

a) ALCA Newsletter: The contents were noted.

b) Four Towns & Vale Link Report: A report from a meeting held 21st June 2007 was tabled. The contents of the report were noted.

25. OTHER REPORTS/CONSULTATIONS:

a) Joint Rights of Way Consultation: It was noted that the deadline for comments on the consultation is 12th August 2007. **Agreed:** to include it as an agenda item at the next Town Council meeting.

Action: Town Clerk

b) Proposed Part Revocation of 7.5 tonne Weight Restriction – Northville Road area: A motion for this Council to support the scheme was proposed by Cllr Pomroy, seconded by Cllr J Hutchinson and agreed unanimously.

c) Changes to Parking Enforcement: It was noted that from Monday 2nd July 2007, South Gloucestershire Council will take over responsibility for parking enforcement from Avon and Somerset police. Parking attendants will also have the power to issue fixed penalty notices for a variety of offences including litter and dog fouling.

26. SOUTH GLOUCESTERSHIRE MATTERS: The contents of Cllr Bell and Cllr Freeguard's reports were noted. Some members felt that it would be useful to have a more in depth report on meetings attended. Cllr R Hutchinson reported that his Committee seats had now been confirmed as Development Control West and the Planning, Transport and Strategic Environment Committee. He had also attended a meeting of the European International Affairs Forum where they had dealt with advice on how Twinning Associations can apply for European Funding. Other meetings attended included the Cabinet, a Regional Strategic Co-ordination Board for refugees and asylum seekers which he Chairs, the Regional Assembly Executive as a substitute and a meeting of the South West Regional Branch of the Local Government Association where Cllr Hutchinson had been elected Chair for a period of 2 years. One of the issues raised at the Cabinet meeting had been the poor state of grass verges due to the recent bad weather. Cllr Hutchinson also reported on a recent meeting of the Aviation Centenary Group. The group had published a brochure to celebrate 100 years of aviation in the West of England in 2010. Finally he reported that the delayed consultation on the regeneration of the Filton Hill shopping area would take place in July. **Agreed:** to include a report on the Aviation Centenary Celebration on the next Town Council agenda.

Action: Town Clerk

27. ACCOUNTS: in the total sum of **£94,812.78** (copy in Minute Book) were approved and signed.

- 28. PLANNING APPLICATION PT07/1715/RM – Hewlett Packard Ltd:**
Cllr R Hutchinson took no part in the discussion. Agreed: To register the Council's objections to the application on the following grounds:
- 1) The lack of social space
 - 2) Increased traffic will lead to heavy congestion in an already congested area
 - 3) Concerns regarding the design which is not aesthetically pleasing, suggest that it should go before the design panel.
 - 4) Consideration should be given to its impact on Filton and Filton residents
 - 5) Suggest forward planning is needed to ensure adequate public transport
 - 6) Any future development should include the provision of local amenities i.e. shops etc.

29. URGENT ITEMS FROM THE CHAIR:

a) Proposed site for a mobile radio base station: A letter had been received from Stappard Howes, acting on behalf on T – Mobile, asking for the Council's comments on a potential site for a mobile radio base station to provide coverage to the Filton Avenue area. **Agreed:** that the proposed site was not suitable as it would be located in a residential built up area next to Filton College. Members suggested that it should be sited in a more industrialised setting, possibly further North on the A38 towards the Airfield.

Action: Town Clerk

There being no further business, the meeting closed at 9:30pm

CHAIR

PRESENT: Cllrs: T Pomroy (Chair), T Blake, D Daniels, J Hutchinson, R Hutchinson, A Monk, C Hewlett, B Freeguard, C Jenkins
APOLOGIES: D Bell, S Sims, A Tink, R Box

- 30. EVACUATION PROCEDURE:** The Chair drew attention to the emergency evacuation procedure as set out in the Agenda.
- 31. DECLARATIONS OF INTEREST:** Cllrs J Hutchinson and R Hutchinson declared an interest in items relating to the Park Road entrance.
- 32. MINUTES:** of the meeting held 26th June 2007 were approved as an accurate record.
Cllr Freeguard arrived at this point
- 33. MATTERS OF REPORT ARISING:** *From Minute 22 – Parking Problems at Wallscourt Road/Filton Avenue* – Cllr R Hutchinson confirmed that he is pursuing the matter.
- 34. SUBMISSIONS FROM THE PUBLIC:**
- a) Dumping of Rubbish:** A resident asked whether landlords were responsible for clearing rubbish left by tenants in their gardens. The resident was advised to contact Sita or report the issue to one of the South Gloucestershire Councillors.
 - b) Overcrowding in Student Lets:** In response to a question regarding legislation on the issue, the resident was advised to contact one of the South Gloucestershire Councillors.
 - c) Gating at Rear of Park Road:** A spokesperson was nominated by residents in attendance at the meeting, to read out a statement on their behalf. It was noted that residents had also signed a petition. Cllr Pomroy confirmed that the Council is still awaiting the results of the solicitor's findings. **Agreed:** the Chair and Town Clerk to arrange a meeting with the residents' spokesperson on a mutually convenient date.
 - d) Gating Order:** Cllr R Hutchinson advised that an officer at South Gloucestershire Council had been charged with producing a policy by the end of July which would then be presented to Cabinet for approval.
 - e) Planning Application for 829 Filton Avenue:** A resident raised concerns about a recent planning application to convert a neighbouring house into 2 flats. The Chair reiterated that Filton Town Council's policy has always been to object to the increasing number of family homes in Filton being converted into flats. It was noted that South Gloucestershire Council have set up a review group to look at how planning laws are interpreted. A report is due to be presented to DC West in September.

Cllr Monk arrived at this point

f) Weeding around the Elm Park Complex: In response to a question from a resident, it was confirmed that the weeding would take place later this week. It had been delayed due to the bad weather.

g) Illegal Parking/Dustbins on Pavements: Residents were advised to contact South Gloucestershire Council directly or ask the Town Council office to register the complaint on their behalf.

h) Millennium Green: It was reported that a tree had been badly fire damaged some years ago and residents were concerned that it could be a danger. The Clerk agreed to contact the tree officer at South Gloucestershire Council.

Action: Town Clerk

35. SUBMISSIONS FROM MEMBERS:

a) Entrance to Function Hall: Cllr Blake reported that at the last local produce market there had been a cascade of rain coming from the roof directly above the entrance to the Function Hall which had made the entrance very slippery. The Clerk agreed to report it to the site maintenance manager.

Action: Town Clerk

b) Overgrown Hedgerows: Cllr Blake reported overgrown hedgerows on the road between Monks Park School and Toronto Road. Cllr Davies reported overhanging hedges in the Northville Road area and agreed to confirm the exact location with the Clerk. The Clerk agreed to contact the appropriate departments.

Action: Town Clerk

c) Tree Cutting in Filton: Members discussed the number of trees which had been cut down in the Filton area and suggested that the tops could be cut at a 45% angle to prevent people climbing to the top.

d) Hanging Baskets in Filton: Comments were made about the poor standard of flower baskets in Filton. South Gloucestershire Councillors were asked to raise the matter.

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

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

a) Finance & General Purposes Committee: Minutes of the meeting held 10th July 2007 were received. *Arising from Minute 36 – Purchase of Projector Agreed:* to arrange a meeting of the sub group.

Action: Town Clerk

Arising From Minute 32 – Capital Projects Working Group – It was reported that the Chair and Vice Chair of Council and the Chair and Vice Chair of Finance had recently met with the project manager to confirm a shortlist of 4 companies to submit tenders for the leveling and drainage work on the field.

Arising From Minute 32 – Paul's Place – It was noted that recycling bags for mobile phones were available from the Leisure Centre reception and Town Council office.

From Minute 39 – Filton Community Festival – Despite the weather, the festival had been a great success. The Chair thanked all staff, Councillors and ex- Councillors who had given their help on the day.

b) New Signage: It was confirmed that Mead had given permission for the Council to re-use their old signs. The two facing onto the Link Road and three on the Cycle Speedway track. The Council had asked a local artist to produce a simple 'stick on' design for the signs which had been circulated to members for their comments. The cost of producing the signs was expected to be around £500. **Agreed:** to accept the proposed design and quote.

Action: Town Clerk

c) Planning Committee: Minutes of the meetings held 3rd July and 17th July 2007 were received. Cllr J Hutchinson reiterated that Council policy is not to object to genuine improvements to family homes but to object to the increasing number of family homes being turned into flats.

d) Millennium Green Committee:

i) Date of Next Meeting: Cllr J Hutchinson confirmed that she would be circulating leaflets to local residents inviting them to a meeting to discuss the planting of bulbs and wild flowers on the Millennium Green.

ii) Report on Park Road Entrance: A report by Cllr R Hutchinson explaining the history and options relating to the gating of even numbered houses in Park Road was circulated to Council members and members of the public for information.

Cllr Hewlett arrived at this point

38. REPORTS FROM OTHER ORGANISATIONS:

a) Filton People: The minutes of Filton People Committee Meetings held on 19th March and 18th June 2007 were received.

b) Aviation Centenary Celebrations: Cllr R Hutchinson reported on the celebrations which would be taking place in 2010 and noted that they were expected to be on the same scale as the Brunel celebrations. The project had originally been set up by the Filton History Project group. A booklet about the celebrations was circulated to those present. It was noted that further copies would be available from the Town Council office. Details are also available on the BAC 100 website (www.bac2010.co.uk).

39. OTHER REPORTS/CONSULTATIONS:

a) Joint Rights of Way Improvement Plan: A questionnaire had been previously circulated to Council members. Further copies were circulated to members of the public.

b) Rolls Royce Regeneration of East Works: Cllrs Blake, Bell and Pomroy had attended a presentation on 9th July which had looked the re-development of the site. Copies of the presentation had been circulated to members and a display unit was on view in the Pavilion. It was confirmed that Rolls Royce would welcome any ideas or feedback. Cllr R Hutchinson and B Freeguard took no part in the following discussion. **Agreed:** the Council to feedback their concerns about the resulting increase in traffic flow through Filton and how the matter would be addressed. Also to encourage the employment of higher end technical and skilled staff from the local area.

Action: Town Clerk

c) Bristol Development Framework: Members expressed surprise that Filton had been included in the consultation as all the issues in the paper were within the Bristol City boundary.

d) South Gloucestershire Council – Adoption of the Development in the Green Belt Supplementary Planning Document: The contents of the document were noted.

- 40. SOUTH GLOUCESTERSHIRE MATTERS:** The contents of Cllr Bell's report were noted. Cllr Freeguard reported on the Aviation Museum presentation which had been held at Cribbs Causeway on 11th June. It was noted that the museum would be built around Concorde as the main exhibit. Cllr Freeguard also reported on other meetings which he had attended. These included DC West, two licensing committees, one of which he had Chaired, Citizens Involvement, and full Council where he had been appointed Vice Chair. Cllr R Hutchinson also reported on meetings that he had attended recently. These included the Public Transport Consortium, where there had been a report on the new National Free Pass Scheme, the South West Regional Assembly annual meeting, which had discussed a report on the demise of Regional Assemblies and full Council where Cllr Hutchinson had raised 3 questions on the agenda: an elected mayor for Bristol, PCSOs and their powers and possible pilot schemes for 'residents only parking'. It was noted that Paul's Place had been reported as Filton Town Council's adopted charity for this year. This was not the case as Filton Town Council does not adopt charities. The Clerk had spoken to Stuart Hook and clarified the situation. Other meetings attended by Cllr R Hutchinson included the BAC 100 Celebration meeting, European International Forum meeting and a Church View flats meeting which had been called by Merlin Housing Association for stakeholders. Both South Gloucestershire Councillors advised that they would be happy to answer any questions from the public.
- 41. ACCOUNTS:** in the sum of **£93,021.17** (Copy in Minute Book) were approved and signed.

There being no further business, the meeting closed at 9:45pm

CHAIR

Minutes of a meeting of **FILTON TOWN COUNCIL** held on **Tuesday 25th September 2007** in the Pavilion, Elm Park, Filton.

PRESENT: Cllrs: T Pomroy (Chair), S Sims (Vice-Chair), T Blake, R Box, C Hewlett
D Daniels, B Freeguard, R Hutchinson, J Hutchinson, C Jenkins, A Tink
APOLOGIES: D Bell, A Monk

49. **EVACUATION PROCEDURE:** The Chair drew attention to the emergency evacuation procedure as set out in the Agenda.
50. **DECLARATIONS OF INTEREST:** Cllr Sims declared a personal interest as Chair of Filton People's management committee.
51. **MINUTES:** of the meeting held 31st July 2007 were approved as an accurate record after noting that Councillor Daniels name had been mis-spelt as Davies in Minute 35(b)
52. **MATTERS OF REPORT ARISING:** *From Minute 34(d) – Gating Order* – Cllr R Hutchinson reported that he had raised concerns about the delay in producing a policy for consultation at a meeting of South Gloucestershire Cabinet. *From Minute 34(e)- Planning Application 829 Filton Avenue-* It was reported that the application has been referred to the sites inspection panel. *From Minute 35(c) – Tree cutting in Filton* – The matter had been raised with officers at South Gloucestershire Council. *From Minute 35(d) – Hanging Baskets in Filton* – **Agreed:** to send a letter to South Gloucestershire expressing the Council's disappointment with the poor standard of flower baskets in Filton.
- Action: Town Clerk**
- From Minute 35(b) – Overgrown Hedgerows* – It was reported that the hedgerows near Monks Park School had now been trimmed.
- Cllr Hewlett arrived at this point*
- From Minute 38(b) – Aviation Centenary Celebrations* – It was noted that the group's lottery funding has been cut and they are looking for alternative funding sources. **Agreed:** to refer to the next meeting of the Finance Committee.
- Action: Town Clerk**
- From Minute 39(b) – Rolls Royce Regeneration of East Works* – It was reported that a special site meeting would take place at Rolls Royce on 4th October 2007. Cllr Freeguard agreed to investigate whether other Councillors would be able to attend and inform the Clerk.
- Action: Town Clerk**
53. **MINUTES:** of the meeting held 21st August 2007 were approved as an accurate record.
54. **MATTERS ARISING:** *From Minute 44 – Death of former Cllr Ray Norman* – A collection amongst members and officers had raised a total of £35 which had been donated to Dr Barnardos in accordance with the wishes of Cllr Norman's family.

55. SUBMISSIONS FROM THE PUBLIC:

a) Conygre Shops: A resident reported a large amount of rubbish in one of the properties in that area. He also asked whether there were any plans to erect bollards around the pavements near the shops to prevent potential damage by heavy lorries. Cllr R Hutchinson advised that enforcement action had already been taken against the owner of property and that bollards would be put in place once the paving work had been finished.

b) Anti –Social Behaviour: A resident from Filton Avenue reported on the high level of anti –social behaviour, including arson attacks, which he had experienced recently. It was reported that others were experiencing similar problems in the area between Ninth Avenue and Wallscourt Road. The resident was advised to raise the issue at the next meeting of Safer South Gloucestershire at 5pm on Tuesday 13th November in the Pavilion.

c) Gating Policy: In response to a question from a resident, Cllr R Hutchinson advised that the development of a gating policy formed part of the Government's new legislation on anti- social behaviour and crime. Before the legislation had been introduced lanes could only be gated if there had been 100% agreement by residents.

d) Gating at Rear of Park Road: The spokesperson for the residents in attendance at the meeting read out a number of questions relating to the gating of Park Road. A general discussion also took place on the details of deeds relating to two properties in Park Road. It was agreed that the spokesperson would provide the Council with copies of the questions raised at the meeting and any relevant information which could help to resolve the situation. The Chair advised that as the time slot for submissions from the public is limited, residents were invited to speak to Councillors at the end of the meeting.

56. SUBMISSIONS FROM MEMBERS:

a) Enforcement Order: Cllr Daniels reported that 136 Northville Road had become a health hazard due to a large amount of rubbish being dumped there. It was noted that the environmental health department has already issued an enforcement order on the property which was due to expire on 26th September.

b) Estate Agents Signs: Cllr Daniels also reported on the low siting of estate agent signs in Stanley Avenue which were a hazard to pedestrians.

c) Parking Problems at Wallscourt Road/Filton Avenue: It was confirmed that the problem is being investigated.

d) Conygre Festival: Cllr Sims reported that the festival had been very successful with around 400 people attending the event.

e) Renewal of Sex Establishment Licence: There were no objections to the renewal of a sex establishment licence for 'My Only Vice' at 135 Gloucester Road North.

57. REPORTS FROM COMMITTEES:

a) Finance & General Purposes Committee: Minutes of the meeting held 11th September 2007 were received. *Arising from Minute 48 - Accounts & Audit 2006/7* It was reported that the Council has been advised that it does meet the criteria required to be classed as a larger Council. This meant that a full audit was necessary. The cost of £5,000 had already been allocated in this year's budget.

Arising from Minute 55b) – Bulb Planting – It was reported that Charborough Road School would like to be involved in the planting of the bulbs. **Agreed:** The Clerk to liaise with Cllr J Hutchinson once the bulbs had been delivered.

Action: Town Clerk & Cllr J Hutchinson

b) Planning Committee: The minutes of the meetings held 4th and 18th September 2007 were received.

c) Council Photograph: A request was made to move the timing of the Council photograph from 7pm to 6:45pm on Tuesday 30th October.

d) Millennium Green Update: It was reported that a meeting of the Millennium sub committee would take place on Tuesday 2nd October at 7:30pm in the Community Room, Filton Library. It was noted that the laying of the concrete paths across the Millennium Green is now underway. **Agreed:** to include gating and access for the disabled as agenda items at the next meeting of the Millennium sub committee.

Action: Town Clerk

58. REPORTS FROM OTHER ORGANISATIONS:

a) ALCA Annual Report: the contents of the report were noted.

b) ALCA Newsletters for August & September: The contents of the newsletters were noted.

c) LCR Journal: The contents were noted.

d) Filton People: The minutes of a meeting held 16th July 2007 were received.

59. OTHER REPORTS/CONSULTATIONS:

a) South Glos Council – Our Vision for an Excellent Quality of Life: A consultation document and questionnaire had previously been circulated to members. **Agreed:** members to complete the individual questionnaires and return them to the Clerk or directly to South Gloucestershire Council. The deadline for comments was noted as Friday 5th October 2007.

b) Joint Health Scrutiny Committee: Scrutiny of Orchard View Proposals: The dates of the committee meetings were noted. Cllrs R Hutchinson and Freeguard agreed to report back from South Gloucestershire's Scrutiny Committee.

Action: Cllr R Hutchinson & B Freeguard

c) South Glos Council – Three Year Review of its Statement of Licensing Policy Consultation: **Agreed:** Cllr Pomroy to draft a response on behalf of the Council for submission.

Action: Cllr Pomroy

d) South Glos Council – Draft School Organisation Plan 207 – 2012: The contents of the report were noted.

e) Community Action Annual General Meeting: The date of the meeting was noted. **Agreed:** to check whether there is a named Filton Town Council representative for the Community Action group.

Action: Town Clerk

f) South Glos Council – Core Strategy Parish Town Council and SGC Member Workshop: **Agreed:** Cllr Sims and the Town Clerk to attend the workshop at Thornbury Leisure Centre on Monday 8th October as representatives of Filton Town Council.

Action: Cllr Sims & the Town Clerk

g) South Glos Council – Supplementary Planning Document on Affordable Housing: Agreed: to refer to the next meeting of the planning committee.

Action: Town Clerk

h) South Glos Council – Submission Draft Statement of Community

Involvement: Agreed: to defer a response until after the Clerk and Cllr Sims had attended the core strategy workshop on 8th October.

60. SOUTH GLOUCESTERSHIRE MATTERS:

a) Report from Cllr Bell: The contents of the attendance report were noted.

b) Report from Cllr Freeguard: Cllr Freeguard reported that his training for the role is still on-going. He had also attended a number of licensing and general purposes meetings, site visits, DC West meetings and civic appointments. The civic appointments included citizen's involvement ceremonies, harvest festivals and inter county civic services.

c) Report from Cllr R Hutchinson: Cllr R Hutchinson reported that he had attended the Southern Brooks Area Forum which had dealt with grants and looked at the 'Vision for an Excellent Quality of Life' consultation document. He had also attended a PTSE select committee which had looked at the findings of a review group and recommended a list of savings for bus services. Other meetings attended included the South Gloucestershire Cabinet, Filton Youth Group and Filton Community Safety group. Cllr Hutchinson reported that there had been a full Council meeting on 12th September where they had discussed the burns unit at Frenchay. He had also attended 2 regional meetings as Chair of the South West board of migrant workers.

Both South Gloucestershire Councillors advised that they would be happy to answer any questions on the meetings they had attended.

61. ACCOUNTS: in the sum of **£89,074.85** (Copy in Minute Book) were approved and signed.

There being no further business, the meeting closed at 9:40pm

CHAIR

PRESENT: Cllrs: T Pomroy (Chair), S Sims (Vice-Chair), R Box, D Daniels, R Hutchinson, J Hutchinson, C Jenkins, A Monk, A Tink
APOLOGIES: D Bell, T Blake, C Hewlett, B Freeguard

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

63. DECLARATIONS OF INTEREST: There were none.

64. MINUTES: of the meeting held 25th September 2007 were approved as an accurate record after noting a correction to Minute 52 (Aviation Centenary Celebrations). Lottery funding for voluntary groups had been cut as a whole and not just for the BAC 100 group.

Cllr Monk arrived at this point.

65. MATTERS OF REPORT ARISING: *From Minute 52 – Hanging Baskets* – A response had been received from Steve Evans at South Gloucestershire Council confirming that this year’s display had not been up to standard. A number of contributing factors had been identified which should be remedied in time for the 2008 season. **Agreed:** to send a letter to South Gloucestershire Council in January reminding them that the baskets should be planted up earlier next season.

Action: Town Clerk

From Minute 54 – Death of Ray Norman – A thank you letter had been received from Cllr Norman’s family.

From Minute 55 – Conygre Shops – It was confirmed that the bollards had now been delivered and would be installed shortly. **Agreed:** a notice informing residents to be displayed in the Conygre Road noticeboard.

Action: Town Clerk

From Minute 56 – 136 Northville Road – It was noted that South Gloucestershire Council had responded quickly to complaints regarding the dumping of rubbish in properties in Northville Road and Shellard Road.

From Minute 57 – Millennium Green – It was reported that the bulb planting had now taken place. The new Hoggin Paths had been inspected by the path wardens and found to be satisfactory.

From Minute 59a – Our Vision for an excellent quality of life – The deadline for comments had now been extended.

From Minute 59c – Three year review of Licensing Policy – Cllr Pomroy had drafted a response to the consultation on behalf of the Council.

66. PRESENTATION ON THE SOUTHMEAD HOSPITAL REDEVELOPMENT PROJECT: David Powell, Director of Projects for the Redevelopment of Southmead Hospital was introduced by the Chair. David began his presentation by confirming that the project would be carried out under the PFI (Private Finance Initiative) scheme. Consortiums are invited to bid and then shortlisted. Their proposals would need to include design, construction plans, building maintenance plan and costings. It was noted that the building maintenance plan lasts for 30 years under the PFI scheme and is included as an incentive for consortiums

to construct a building that is designed to last. The main element of the proposal would be the design which would need to respond to 6 specific briefs: efficiency, innovation, flexibility, connecting inside to out, sustainability and detailing. David confirmed that the existing character of the site would be taken into account and that the community hospital would be integrated into the main hospital building. There would be two main avenues leading to a central plaza and the high diagnostic area would be sited away from the wards. A budget of £374,000,000 had been set and consortiums would need to develop their schemes within this resource. Timescale for construction had been estimated to be around 4 years starting in Autumn 2009. The target date for opening of the new development is 2013. The Chair thanked David for his presentation and invited questions from the floor.

In response to a question regarding car parking it was confirmed that there are plans to have a large number of parking spaces constructed under the building as well as in the main square. However, it was acknowledged that car parking could become a short term issue during construction.

A question was raised about the provision of public transport. David advised that a contribution of £1,500,000 had been made towards bus services from the project. It was important to identify bus routes, frequency etc. and to consider 'front door' drop off facilities. Consideration also needed to be given to cycle paths and how they could be incorporated into the site. The issue of public transport needed an integrated solution which could only be achieved by all stakeholders (Councils, UWE, bus companies, etc) working together

It was also reported that arrangements for the possible siting of a helicopter pad are being looked at. David also confirmed that the Burns unit and Neurological units, both currently based at Frenchay, would eventually be relocated to the Southmead site.

67. SUBMISSIONS FROM THE PUBLIC:

a) Illegal Parking in Bude Road: A resident reported that vehicles are still parking illegally on the pavement and causing damage. The resident was advised that it is a police matter which should be raised at the next meeting of the Community Safety group.

b) Gating Policy: A resident registered their concerns about 'natural' footpaths in Filton being gated, with particular reference to the lane behind the Bulldog. It was confirmed that the gating of the lanes leading to the land behind the Bulldog had only be carried out after full consultation with local residents. Residents had agreed to the gating as a solution to anti social behaviour and fly tipping which had become prevalent in the area.

c) Conygre Road Shops: Cllr R Hutchinson agreed to investigate whether tarmacing would be carried out as part of the regeneration work being done in that area.

68. SUBMISSIONS FROM MEMBERS:

a) Lamp Column: Cllr Daniels reported on a lamp column located in the middle of the pavement outside Filton Police Station which was a potential hazard to pedestrians, particularly on dark winter evenings. **Agreed:** The Clerk to write to South Gloucestershire Council about the possibility of having a reflective band painted on the column.

Action: Town Clerk

69. **URGENT ITEMS FROM THE CHAIR:** There were none.

70. **REPORTS FROM COMMITTEES:**

a) **Finance & General Purposes Committee:** Minutes of the meeting held 9th October 2007 were received. *Arising from Minute 65 – Christmas Lights* - The lights had now been erected. It was noted that it had only been possible to erect three lights in Filton Avenue, instead of the four previously identified, as one lamp column had been used to house a CCTV Camera.

From Minute 66 – Soil Mound – The mound had now been moved away from the houses to the middle of the green.

From Minute 69 – Town Plan – Cllr Sims reported that he had been invited to a meeting to look at the plan for Church View flats.

b) **Planning Committee:** The minutes of the meetings held 2nd and 16th October 2007 were received.

c) **Millennium Green – Park Road Access:** It was reported that the legal advice received from the Council's solicitor had not helped to clarify proof of ownership of the rear lane, the land between the rear of Park Road and the Millennium Green or the allotments and did not accord with the advice received by Park Road residents. In order to prevent any further legal fees being incurred by the Council and to stop any further distress to residents, Cllr R Hutchinson proposed the following motion. "That this Council does not pursue any further legal advice on the matter; that the access point to the Millennium Green from Park Road is sealed, the A Gate removed and fencing made good; that Safer South Gloucestershire is informed of this decision as soon as possible in order for the grant to be released; that the agreement to consult with residents about the matter is no longer needed as the issue is now resolved" The proposal was seconded by Cllr Sims and agreed unanimously.

71. **REPORTS FROM OTHER ORGANISATIONS:**

a) **Parish Charter Working Group:** The minutes of the meeting held 25th September 2007 were received.

b) **ALCA Newsletter:** The contents of the newsletter were noted.

72. **OTHER REPORTS/CONSULTATIONS:**

a) **Viridor Liaison Meeting:** The minutes of the meeting held 9th November 2006 were received.

b) **South Gloucestershire Core Strategy Workshop:** Cllr Sims reported on the workshop which he had attended on 8th October 2007

c) **South Gloucestershire Vision for an Excellent Quality of Life:** Cllr Sims reported that he would be attending a future meeting to discuss the vision and priorities.

c) **South Gloucestershire Strategy for people over 50 : Agreed:** to refer to the the next meeting of full Council as the consultation period runs until 20th December 2007.

Action: Town Clerk

d) **South Gloucestershire Parenting Support Strategy: Agreed:** to refer to the next meeting of full Council.

Action: Town Clerk

73. **SOUTH GLOUCESTERSHIRE MATTERS:**

a) **Report from Cllr Bell:** The contents of the report were noted.

b) **Report from Cllr R Hutchinson:** Cllr Hutchinson reported on various meetings he had attended in relation to the abolition of Regional Assemblies and their

replacement by the Regional Development Agency. He had also chaired a meeting of the Regional Executive Board for migration which had dealt with the whole issue of migrant workers and their problems. Cllr Hutchinson also reported on a conference he had attended which had looked at the new points system which would be used to control immigration and employment. A meeting of the South Gloucestershire European and International Forum on migrant workers was due to take place on 13th November 2007. Other meetings attended included a meeting of the PTSE select committee on 17th October where a report on the progress of the new parking enforcement regime had been discussed. Cllr Hutchinson had asked for a breakdown of the areas patrolled by parking attendants and would be raising issues with the officers concerned. Other meetings attended included a meeting of BAC 100 where it had been agreed that letters of support were needed from as many organisations and people as possible, South Gloucestershire Cabinet, DC West and policy advisory groups. Cllr Hutchinson advised that a regional consultation is taking place at present regarding the number of sites and pitches available in each area for gypsies and travellers. Future meetings included the Southern Brooks Area Forum on 20th November and a full Council meeting on 21st November. Cllr Hutchison advised that he would report back at the next town council meeting.

- 74. ANNUAL COMMUNITY POLICING AWARDS:** A letter had been received from Avon and Somerset Police Authority asking for nominations for the Annual Community Policing Awards in March 2008. **Agreed:** to nominate Sergeant Kevin Thatcher

Action: Town Clerk

- 75. ACCOUNTS:** in the sum of **£69,790.76** (Copy in Minute Book) were approved and signed.

Cllr R Hutchinson left the meeting at this point

- 76. PLANNING APPLICATION PT07/3015/O – AVIATION MUSEUM:** The application had been referred from the planning committee for consideration by full council. **Agreed:** No objections to the application in principle but to register the Council's concerns regarding the preservation of public rights of way on the site

There being no further business, the meeting closed at 9:45pm

CHAIR