



# FILTON TOWN COUNCIL

ELM PARK | FILTON | SOUTH GLOUCESTERSHIRE | BS34 7PS

Town Clerk: Lesley Reuben

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26<sup>th</sup> October 2017

Dear Member

You are hereby summoned to a meeting of **FILTON TOWN COUNCIL** to be held on **Tuesday 31<sup>st</sup> October 2017 at 7.30pm in the Doug Daniels Pavilion, Elm Park, Filton**

Yours sincerely

L.A.Reuben  
Town Clerk.

***Public and press are welcome to attend council meetings. Fire regulations restrict the capacity of persons using the meeting room to a maximum of 50. (This being inclusive of Councillors, staff and members of the public) The Chair reserves the right to ask any member of the public causing a disturbance to leave the meeting.***

## AGENDA

1. Apologies for Absence
2. Evacuation procedure
3. Declarations of Interest
4. Presentation from South Glos regarding PSP
5. *Presentation from Alex Kittow on the Community Plan*
6. Submissions from the Public (max. 15mins) *members of the public are entitled to speak once and only in respect of **business itemised on the agenda** and shall not speak for more than 5 mins. as per Standing Orders*
7. To approve the minutes of the meeting held 25<sup>th</sup> July 2017 (*pages 1&2*) (*September meeting inquorate*)
8. Matters of report arising from the minutes not otherwise included on the Agenda
9. Filton Beat Team
10. South Gloucestershire Reports
  - i) Cllr R Hutchinson (*pages 3-4*)
  - ii) Cllr A Monk (*page 5*)
  - iii) Cllr I Scott (*page 6*)
11. Submission from members : Costings for photo ID Badges (*page 7*)
12. . Reports from Committees, Working Groups and the Town Clerk
  - i) Finance and General Purposes Committee 12<sup>th</sup> September & 10<sup>th</sup> October 2017 (*pages 8-10*)
  - ii) Save Elm Park minutes August, September & October (*Pages 11-14*)
  - iii) To agree a process for council reviewing future consultations.
  - iv) Council Vacancy – to agree a co-option process
12. Other Reports/Consultations  
*spread sheet of any active consultations (page 15)*
13. Payments for Information – August, September and October 2017 (*pages 16-48*)



**PRESENT: Cllrs:** D Collins (Chair), A Kenyon, I Scott, B Scott, K Briffett, J Tucker, J Ward, R Taylor & A Monk

**ALSO PRESENT:** Lesley Reuben (Town Clerk), Ben Morgan (Town Council Support Officer) & Naomi Bibi (Town Council Support Officer) Derek Kemp (Accountant)

**APOLOGIES: Cllrs:** B Mead, A. Tink, A. Doyle

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**1554. APOLOGIES FOR ABSENCE:** Apologies were noted.

**1555. EVACUATION PROCEDURE:** The Chair highlighted the emergency exits for the council and the public.

**1556. DECLARATIONS OF INTEREST:** Cllr K Briffet: Conygre House, Labour Party Members use of facilities that prices are up for vote. Suggested that no financial gain means no need to abstain from voting.

**1557. COUNCIL CO-OPTION – MR EAMON SEYMOUR:** Proposed and Seconded, Mr Seymour co-opted onto council.

**1558. ELM PARK - GREEN SPACE DESIGNATION FOR POSSIBLE ROAD WIDENING:** Note that Officer requested to attend meeting short notice meant not possible. Found by members of the public, amendment to green space proposal of June 2016 to allocate strip of land along road, including part of community gardens and skate park, for potential use in future. Question of S. Glos' obligation to effectively notify Councillors and Town Clerk of this, one of many other cases. Highlighted that at this stage, document refers to designation of land, further consultation would be needed for further action and work. Petition to get placed on agenda with S. Glos needs 2,500 signatures. Started (paper & online) with around 1,000 signatures so far. Suggestions of preservation orders on trees in affected area and creation of action group with support of council to tackle next moves (seconded, unanimous vote in support). Action group to be set up with residents and councillors with 6-8 councillors. (Cllrs I Scott, A Monk, K Briffett, A Kenyon & D Collins expressed interest).

**1559. FILTON SPORTS & LEISURE CENTRE PRICE INCREASES:** Price changes compared with various other Leisure Centres (Bradley Stoke, Horfield etc.) bearing in mind refurbishment to Pavilion and Skittle Alley. Acknowledged that school prices are set by South Glos. Bristol North SC recently had price increase for use of facilities which was factored into final pricing. Increases to come in effect September 1<sup>st</sup>. Proposal to accept recommendation from Leisure Centre Manager seconded (9 for, 1 absention)

**1560. PRESENTATION FROM ALLISON JEFFERY, COMMUNITY PLAN:** Presented survey covering range of topics (education, health, green spaces, safety, employment etc.) looking for feedback to highlight areas that the community are looking to improve. (similar feedback in Southmead provided evidence to allocate funding for various projects based on responses) looking for similar outcome. Online and paper versions available. Next meeting of Southern Brooks Community Partnership on leaflets handed out.

**1561. SUBMISSIONS FROM PUBLIC:** Points about community response to Elm Park land designation, concluded with plan to start action group supported by council as highlighted in **1558**.

- 1562. APPROVAL OF MINUTES OF MEETING HELD 27<sup>TH</sup> JUNE 2017:** Minutes approved.
- 1563. MATTERS TO REPORT ARISING FROM MINUTES NOT ON AGENDA:** Update on Conygre house, meeting with owner, looking to hit requirements (gate access, water etc.) and plans to reduce amount of rooms to 7 or 8, will keep informed.
- 1564. SOUTH GLOUCESTERSHIRE REPORTS:** The reports from South Gloucestershire Councillors were noted. Cllr A Monks report to be tabled.
- 1565. SUBMISSION FROM MEMBERS:** Motion from Cllr Tucker proposed and seconded that the council look into the cost of ID badges; initial estimate of £4 per ID (not official) motion seconded to find accurate prices to be discussed next meeting.
- 1566. REPORTS FROM COMMITTEES, WORKING GROUPS AND TOWN CLERK:** Finance & General Purposes Committee held 11<sup>th</sup> July 2017 noted.
- 1567. REPORTS FROM OTHER ORGANISATIONS:**  
**i) Appointment of committee members to outside bodies:**  
Vacancy of *Community and Equipment function*: Cllr D Collins, *N Bristol Advice Centre*: Cllr A Monk added
- 1568. PAYMENTS FOR INFORMATION:** Payments noted

**The Chair closed the meeting at 9:03pm.**

## **Cllr Roger Hutchinson - report to Filton Town Council meeting on Tuesday 31st October 2017**

The following is my report since the September meeting of the Town Council:

**Elm Park** - I have been consulting with the protest group on the representations to South Gloucestershire council in our efforts to protect Elm Park from a possible future road widening scheme. In the event of this being unsuccessful it will be important to follow the progress of the Joint Transport Plan which will be approved by the West of England Combined Authority which should indicate whether or not any future scheme will require the "safeguarded" land.

**Filton Library** - As reported previously the staffing reductions have been implemented at Filton library and the OpenAccess system has been introduced to increase allow the library to be open at times when no staff are present. To be able to access during non staffed hours it is necessary to go through a 20 minute induction which library members are now doing in increasing numbers. To join an induction session contact the library to enrol.

**South Glos Council Scrutiny** - Under the new Council Cabinet system the council has set up a Scrutiny Commission which among it's duties is able to set up start and finish groups on subjects submitted by members. The first 3 groups are about to commence one of them being a study of Priority Neighbourhoods which I suggested because of my concern that the areas used to identify the qualification for Priority Neighbourhood funding and support is far too small. Filton lost it's designation in spite of me arguing that we have similar issues as others but they cross the community rather than existing in a small area.

**Filton Airfield Development** - the outline planning application from YTL was considered at the DC West Planning Committee on Thursday 19th October and approved. This was essentially the same in outline as the previously approved BAe application with a few changes which involved the plan to move the station to a location near to the Brabazon Hangar, some taller buildings up to 10 storeys and improvements to Transport routes, particularly in relation to Metrobus dedicated routes. I did express concern about the moving of the station and asked that measures be taken to ensure that as much access as possible is given from Filton, which was acknowledged by the applicants. A proposal for a 30 storey building was withdrawn by the applicants following views of residents during the consultation period I believe.

A further application was approved to ensure that the access from Charlton Road is bus access only.

### **Since the September meeting I have attended the following:**

**Friday 6th October** - I attended a meeting of the Development Control West Planning Sites Inspection Committee. Thornbury

**Saturday 7th October** - I attended our regular weekly surgery Filton

**Tuesday 10th October** - as the substitute Lead Member on DC West Planning Committee I attended a meeting of Lead Members with Planning Officers. Yate

**Saturday 14th October** - I attended our regular weekly surgery Filton

**Tuesday 17th October** - I attended the public meeting organised by the Save Elm Park Group. Filton

**Thursday 19th October** - I attended a meeting of the DC West Planning committee as detailed above. Thornbury

**Friday 14th July** - a meeting of the Policy Adviorsy Group to receive an update on the emerging Joint Spatial Plan Yate

**Saturday 21st October** - our regular weekly surgery Filton

Between today 25th October and the Council meeting I expect to attend:

**Wednesday 25th October** - A presentation by Horizon Nuclear Power on the proposed new nuclear power station at Oldbury. Kingswood

**Thursday 26th October** - a key topic briefing on Fly Tipping and Litter Yate

**Saturday 28th October** - our regular weekly surgery. Filton.

Cllr Roger M Hutchinson  
Labour Lead Member for Planning and Communities.  
Wednesday 25th October 2017

**Email: [roger.hutchinson@southglos.gov.uk](mailto:roger.hutchinson@southglos.gov.uk)**

**Tel: 07875 158423**

to see back copies of these reports please go to my blog: [rmhutchinson.wordpress.com](http://rmhutchinson.wordpress.com)  
I can also be found on Facebook Roger Hutchinson and Twitter @rogerhutch

## Report for Filton Town Council November 2017 from Adam Monk

As previously report South Gloucestershire Council have moved to a Cabinet System meaning the way that Councillors not within the Cabinet get issues resolved will be through Scrutiny Commission. I am a member of the Scrutiny Commission although any Councillor can sit on any Task & Finish group.

The subjects initially selected by the Scrutiny Commission are

- Priority Neighbourhoods
- Educational Outcome
- Gypsy & Travellers
- Transport in Yate.

I have volunteered to sit on the Educational Outcome review. South Gloucestershire performs well in Key Stages 1 through to 3 but is far below statistical neighbours in key stage 4 & 5. The purpose of this review is to identify the cause of this and propose actions that can be implemented to offer much needed improvement.

PSP (Elm Park Land Grab)

This policy goes before Cabinet on November 6<sup>th</sup> and then to Full Counsel on November 8<sup>th</sup> where there will be a debate on the issue thanks to the petition which had in excess of 2500 signatures which is the trigger for the debate. As per Ian's report it will be useful to have as many members of the public as possible attend these meetings to show the strength of feeling.

Both meetings are to be held in Kingswood Civic Centre

- Cabinet 2.00pmon November 6<sup>th</sup>
- Council 7.00pm Nov ember 8<sup>th</sup>.



## **Cllr Ian Scott Filton Town Council Report October 2017**

### **Potential Elm Park Land Grab**

South Gloucestershire Council's Policies, Sites and Places (PSP) Plan Consultation  
If you wish to raise your concerns you should email South Gloucestershire democratic services officer - [neil.young@southglos.gov.uk](mailto:neil.young@southglos.gov.uk) by 12pm 3<sup>rd</sup> November. This will entitle you to speak at the meeting although anyone can attend the South Gloucestershire Council Cabinet meeting on the 6<sup>th</sup> November or by 12pm on the 7<sup>th</sup> November to speak at Full Council on the 8<sup>th</sup> November.

Over 2,500 people have signed the petition objecting to this land grab which will be presented to the meeting and it will be great to see as many people as possible at the above meetings as it will demonstrate the strength of feeling regarding this matter.

**Residents protested to save Filton Clinic. I am sure residents will show the same strength of feeling for Elm Park!**

### **Major development on Filton Airfield approved**

Councillors on South Gloucestershire Council's DC West Committee approved revised plans for a 2,675 home development, along with employment land, infrastructure and transport facilities on the former site of Filton Airfield.

The original planning application was previously considered by the DC West Committee on 5 June 2015, when outline planning permission was granted, subject to signing a Section 106 agreement.

This amended application included the same amount of development as previously approved, but with revised plans including a new 'Destination Park' that links heritage sites in the area, details for a new town centre which connects employment and residential areas, and a relocated railway station.

As well as the 2,675 residential units (which include houses, flats and a residential Extra Care facility), the application included 24 hectares of employment land, a rail station, community centre, three schools, doctors surgery, sports facilities, open spaces, shops, restaurants and a hotel.

**Cllr Ian Scott report to Filton Town Council – For more information email:**  
[ian.scott@southglos.gov.uk](mailto:ian.scott@southglos.gov.uk)



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Supplier	No.	IDs (£)	Lanyards (£)	Card Holder (£)	Other Costs (£)	Postage (£)	Total (£)	Notes
<a href="http://www.photoidbadge.co.uk">http://www.photoidbadge.co.uk</a>	13	39	12.87	12.87	40	3.75-5	109.74-110.99	Other Costs: database set-up, covers loss, updates and new badges (£4.98 for new badge, lanyard and Card Holder), was quoted both £5 and £3.75 in different quotes for postage
<a href="http://www.minutemanbristol.com">http://www.minutemanbristol.com</a>	13			No breakdown of pricing			130.8	doesn't include lanyards or card holders, another quote over £200 for full order
<a href="http://www.recognition-express.com">http://www.recognition-express.com</a>	13		117		30	10	157	only specific costs mentioned is database setup, cards, lanyards badges (£9 for new badge, lanyard and Card Holder) database set-up, covers loss, updates and new badges

Minutes of the meeting of the **FINANCE & GENERAL PURPOSES COMMITTEE (and Planning)** held on Tuesday 10<sup>th</sup> October 2017 in the **Doug Daniels Pavilion, Elm Park, Filton**

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**Present: Cllrs:** - I. Scott (Chair), R. Taylor, J. Ward, E. Seymour, A. Monk, D.

Collins, A. Tink, K. Briffett & A. Kenyon

**ALSO PRESENT:** B Morgan (Town Council Support Officer)

**APOLOGIES: Cllrs:** - B. Mead

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**1303. APOLOGIES FOR ABSENCE:** Apologies were noted.

**1304 . DECLARATION OF INTEREST:** Cllr K Briffett declared a personal interest in Conygre House.

**1305. MINUTES:** The minutes of the meeting held Tuesday 12<sup>th</sup> September 2017 were approved as an accurate record.

**1306. MATTERS OF REPORT ARISING FROM THE MINUTES NOT COVERED ON AGENDA:** Southern Brooks fund for Community Plan. Question of breakdown of funds and where they are going before being considered. To be passed to clerk. Issue of whether Council are currently GDPR compliant, plus who has ownership of the surveys once returned.

**1307. PUBLIC QUESTIONS:** There were none received.

**1308. MANAGERS' REPORTS:** Managers reports noted,  
i) Potential clinical error on pg 4, cumulative income, P3 (effects rest of the spreadsheet).  
iii) Future of the Hatch brought up with current tenant vacating. Interest from the Ratepayers to run it directly noted (advert still up for public interest).

**1309. ANNUAL RETURN 2017 – EXTERNAL AUDIT REPORT (APPENDIX 1):** Letter from auditors noted, Concern about risk register. To be passed to Clerk and discussed next meeting.

**1310. INCOME AND EXPENDITURE REPORTS:** More info requested for following: (page 7) 4008 (over %), 4115 (over %), 1080 (over %); (8) 4036 (over %), 4125 (over %); (11) 1082 (Filton Festival over budget, annual income/expenditure report?), (12) 4010 (over %), (13) 4041 (over %), (14) 401 (query over purchase/loan of Elm Park)

**1311. BALANCE SHEET:** Noted.

**1312. FEEDBACK: To Date – 10th October 2017**

**115 Northville Road Filton Bristol South Gloucestershire BS7 0RJ** - The proposed erection of a hip to gable roof extension to facilitate loft conversion. - *Approve with conditions*

**75 Kenmore Crescent Filton Bristol South Gloucestershire BS7 0TP** - Certificate of lawfulness for the proposed erection of 1no rear dormer and alterations from hipped to gable roof. – *Approve with conditions*

**114 Lower House Crescent Filton Bristol South Gloucestershire BS34 7DL** - Demolition of existing rear lean-to extension and erection of single storey rear extension to form additional living accommodation. - *Approve with Conditions*

**33 Dunkeld Avenue Filton Bristol South Gloucestershire BS34 7RH** - Erection of a single storey side and rear extension to form additional living accommodation. - *Approve with Conditions*

**1313. PLANNING APPLICATIONS** – see attached schedule.

**1314. Confidential Item – Stocktakers report for the period 11<sup>th</sup> August-15<sup>th</sup> September:** Noted.

**The Chair closed the meeting at 8:29pm**

SCHEDULE OF PLANNING APPLICATIONS OCTOBER 2017

FILTON REF.	SOUTH GLOS. REF/	APPLICATION	COMMENTS
F.3569	PT17/4238/F	6 Stanley Crescent Filton Bristol South Gloucestershire BS34 7NH: Erection of single storey and two storey rear extension to provide additional living accommodation.	Concerns with potential HMO and parking
F.3570	PT17/4129/CLP	53 Shellard Road Filton Bristol South Gloucestershire BS34 7LX: Application for a certificate of lawfulness for the proposed installation of a dormer.	No Objections
F.3571	PT17/4044/F	809 Filton Avenue Filton Bristol South Gloucestershire BS34 7HQ: Conversion of 1no existing dwelling into 2no. self-contained flats with associated works.	Concern with parking
F.3572	PT17/4217/F	79 Wallscourt Road Filton Bristol South Gloucestershire BS34 7NP: Erection of single and two storey side extension to form 1 no. dwelling and associated works	No Objections
F.3573	PT17/4252/F	Conygre House Conygre Road Filton Bristol South Gloucestershire BS34 7DD: Conversion of part of existing building to form 1no. dwelling with new bin and cycle storage area .	Suggest site visit
F.3574	PT16/4963/F	818 Filton Avenue Filton Bristol South Gloucestershire BS34 7AP: Erection of single storey and two storey side and rear extensions to extend the existing shop unit and create 2no. additional flats with associated works (Resubmission of PT16/0345/F).	Objections on parking, HMO

**PRESENT: Cllrs:** D Collins, I Scott

**ALSO PRESENT:** D. Mikkelson, M. Hewitt, H. Bowker, E. Elsdon, B. Morgan, H. Johnson & C. Bubb

**APOLOGIES: Cllrs:** A Kenyon, K Briffett, A. Monk & L. Reuben

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- 001. APOLOGIES FOR ABSENCE:** Apologies were noted.
- 002. ATTENDEES & INTRODUCTION:** Attendees noted
- 003. ELECTION OF OFFICERS:** D. Mikkelson nominated chair (seconded and unanimous), H. Johnson nominated vice-chair (seconded and unanimous), Secretary TBD (council office staff will be present to take minutes, but admin work beyond that not confirmed. Will be confirmed at later date).
- 004. AIMS, VISION & ACTION PLAN:** Nearly hit target of 2,500 signatures. Keep pushing numbers to ensure buffer in case of duplicate signatures. (Street allocation of future drives based on addresses from current replies to petition) To be presented as spreadsheet from online petition and copies to be made of paper petition sheets.  
Matter to be taken to cabinet on 9<sup>th</sup> October to be discussed at Full Council on 19<sup>th</sup> October. Deadline for submission day before 9<sup>th</sup> at 12pm (Inspector report dependant). Who to send completed petition and dates for this to be confirmed by Cllr I. Scott. Questions not set until 2<sup>nd</sup> October (including inspector reports decision) – review post-decision.  
Keep an eye on other examples on local/national scale (Chipping Sodbury, Kingswood etc.) for precedent if it comes to appeal. Clarification of Inspectors report and cabinets decision needed (recommendation or decision). Lack of awareness of councillors and council staff (not just in Filton) due to obscurity of info.  
PLAN B: if PSP is passed on 19<sup>th</sup>? Possibility of appeal (bearing in mind cost), At this stage, PSP designates changes to green space status, earmarking strip of land for future expansion of road. If South Glos wanted to build upon this, consultation process would happen again (including requirement for compulsory purchase, as land is owned by FTC).
- 005. FILTON TOWN COUNCIL RESPONSE:**  
Why have we not been effectively informed as a council and landowner? Plan to contact S. Glos as landowner to add to Town Clerk response from Councils perspective. Discussion of rules at cabinet meeting (split allotted time to talk about different aspects of same issue to maximise point made, plus support from community as “audience”).
- 006. MANAGEMENT OF FUTURE CONSULTATIONS:** Publicity plan, ask for more exposure via the Filton Voice, Council Office to advertise via website and Notice Boards (meeting dates, S. Glos dates, links to petitions or locations etc.) Suggestion of use of Social Media (Filton News and Views, other groups on Facebook etc.) talk to Southern Brooks to co-op. Ask to place petition in public places (e.g. takeaways)
- 007. ANY OTHER BUSINESS:** Note that initial PSP didn't include concrete area, for future reference.
- 008. DATE OF NEXT MEETING:** Suggestion to have meeting both in September to update on progress made, based on current meeting, and in October, between publication of S. Glos Agenda and meeting itself.  
Decided on Tuesday 19<sup>th</sup> September, 7pm & Tuesday 3<sup>rd</sup> October, 7pm, both at Pavilion or Small Meeting Room.

The Chair closed the meeting at 8:30pm.

**PRESENT:** D. Mikkelson (Chair), H. Johnson (Vice-Chair), D Collins, I Scott, A Monk & A Kenyon, M. Drewitt, E. Eelsden, L. Reuben & B. Morgan

**APOLOGIES:** Cllrs: K. Briffett

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- 001. APOLOGIES FOR ABSENCE:** Apologies were noted.
- 002. ATTENDEES:** Attendees noted
- 003. MINUTES FOR MEETING 22-08-2017:** Minutes noted with amendments (change of group name from PSP Action Group to Save Elm Park Action Group, errors in attendees names; M. Hewitt to M. Drewitt, E. Elsdon to E. Eelsden, C. Bubb to S. Bubb, no apologies from received from A. Kenyon or K. Briffett)
- 004. MATTERS ARISING NOT ON THE AGENDA:** Question of FTC's response as landowner. Clerk explained that was first thing done, official response as a Council came after. Future management of consultations to be discussed at Full Council.
- 005. PETITION UPDATE:** Petition numbers over 2,800 (after taking out "ineligible" submissions not in S. Glos area). Argument for regular users of facilities (Skaters from Cardiff, Airbus employees etc.) Over 250 individual comments included within petition. Comments sent to the inspector who advised that as we are now out of the consultation period they were not admissible, Chair to send the comments to Cllrs Monk and Scott to forward to all South Glos Councillors prior to meeting in October.
- 006. PROCEDURE AND PLAN FOR SOUTH GLOUCESTERSHIRE CABINET MEETING 9 OCTOBER 2017:** Plan for more exposure (Bradley Stoke Radio, BBC Points West, Made in Bristol, Filton Town Council website, notice boards etc.) Link to larger movements (save our parks), issue fits with their message. Idea to bus people to S. Glos meetings in October and November, Cllr Monk to investigate (press already there would react to crowd support), look into interest. Public have 5 minutes per person to speak, split issue into different parts to maximise time on Elm Park. S. Glos Councillors have separate opportunity to speak separately. Public meeting to be arranged for 5 October in the pavilion.
- 007. ANY OTHER BUSINESS:** Waiting on officer and inspector report, set to be made public prior to cabinet meeting in October. Put local MP J. Lopresti's public support to use (public forum statement to push issue as cross-party).  
Timeline: 9<sup>th</sup> October 2017 (Cabinet Meeting) needs submission of persons to speak by midday Friday 6<sup>th</sup>.  
7<sup>th</sup> November 2017 (full S. Glos Meeting)
- 008. DATE OF NEXT MEETING:** Public Meeting 5<sup>th</sup> October 2017

**The Chair closed the meeting at 8.00pm.**

**PRESENT:** H. Johnson (Chair), D Collins, A Monk & A Kenyon, M. Drewitt, B. Rowlings, N. Williams, H. Bowker, J. Hillier & B. Morgan  
**APOLOGIES:** D. Mikkelson

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001. **APOLOGIES FOR ABSENCE:** Apologies were noted.
002. **ATTENDEES:** Attendees noted
003. **MINUTES FOR MEETING 19-09-2017:** Minutes noted
004. **MATTERS ARISING NOT ON THE AGENDA:** PSP explained, defence against developers, plan to reference that sets boundaries that have to take into account population growth that comes with Filton Airfield. Size of plan beyond Filton means that site visits are unfeasible for every area affected by PSP. S. Glos/Bristol divide (bottlenecks in Bristol City Council territory affecting plans of S. Glos to accommodate)
005. **PETITION UPDATE:** At around 3,000 signatures, ready to put into petition pack (cover letter, eligible signatures from change.org and paper copies, comments, map, letter from MP etc. Suggestion to provide copies to each S. Glos councillor prior to meeting in November. List of S. Glos Councillors for distribution of for idea to provide each councillor individual copy.
006. **PROCEDURE AND PLAN FOR SOUTH GLOUCESTERSHIRE UPCOMING MEETING IN OCTOBER/NOVEMBER:** Not on agenda for cabinet meeting on 9<sup>th</sup> October, now to be heard 6<sup>th</sup> November. Still to be presented well in advance of November to ensure acknowledgment at full meeting. Other ideas and suggestions: help to visualise area affected by flying drone along border line proposed by PSP.
007. **ANY OTHER BUSINESS:** Need for Mini bus: would need to be booked (depending on whether being used by Filton College/4 Towns), issue of qualified driver. Might not be needed for 6<sup>th</sup> November (car share?). Question of how much should be revealed at Cabinet meeting on 6<sup>th</sup> November, gives councillors time for rebuttal on 8<sup>th</sup> (keep strong arguments until full council suggested?). Revealed that dentist car park is owned by S. Glos and rented at penny rate to dentist.
008. **DATE OF NEXT MEETINGS:** Tuesday 17<sup>th</sup> October (next steps, report breakdown/independent summary?)  
Monday 30<sup>th</sup> October (plan/allocation for speakers at Cabinet/full council meetings), speak to various members of community who regularly use facilities that would be affected by plan (skate park, garden, outdoor gym etc.)  
6<sup>th</sup> November (Cabinet meeting), 8<sup>th</sup> November (full S. Glos council meeting)  
Dates to be advertised on notice boards, website, social media etc.

**The Chair closed the meeting at 8.20pm.**

**PRESENT:** D. Mikkelson (Chair), H. Johnson, K. Briffett, A Kenyon & I. Scott, B. Rowlings, N. Williams, H. Bowker, J. Hillier, B. Smith, R. Hutchinson, L. Reuben & B. Morgan  
**APOLOGIES:** D Collins, A Monk & M. Drewitt

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001. **APOLOGIES FOR ABSENCE:** Apologies were noted.
002. **ATTENDEES:** Attendees noted
003. **MINUTES FOR MEETING 19-09-2017:** Minutes noted
004. **MATTERS ARISING NOT ON THE AGENDA:** Summary by chair for those not up to date with current situation with Policies, Sites and Places Plan.
005. **PETITION UPDATE:** Submitted to S. Glos Cabinet Meeting. Initial response made, set to be discussed at following cabinet meeting and to be on agenda for next S. Glos Council meeting.
006. **PROCEDURE AND PLAN AFTER SOUTH GLOUCESTERSHIRE UPCOMING MEETING IN OCTOBER/NOVEMBER:** Officer report on PSP plan passed. Belief that passing of plan at council will be "box ticking exercise". Suggested that case made in S. Glos agenda could provide chance to establish case for exception after decision made. Compare to governments own plan regarding health and wellbeing to make a case?
007. **ANY OTHER BUSINESS:** Next step for S. Glos is to compare to joint transport plan to see if land is needed to meet demands of growing infrastructure/public transport demand. Would take another consultation process (argument that widening of road adjacent to Elm Park wouldn't help with this, due to bottlenecks). Look to get a response from officers.
008. **DATE OF NEXT MEETINGS:** 30<sup>th</sup> October: to establish who will be talking/about what during the meetings on 6<sup>th</sup> and 8<sup>th</sup> November. Plan to include various groups that use facilities that could be affected (reps from community garden, skate park, play area, outdoor gym and track, outdoor courts etc.)

**The Chair closed the meeting at 8.14pm.**



Consultation	Consultation Period		Summary
	Start	End	
Joint Spatial Plan*	22nd Nov '17*	10th Jan '18*	*Still subject to approval by 4 West of England local authorities, * dates proposed are provisional. "The JSP sets out the policies and principles that have been applied in determining the most appropriate and sustainable locations for future development. The document is the product of more than two years joint working and two previous consultations, where individuals, communities and other stakeholders have made contributions to help shape the future growth of the region."
South Gloucestershire Consultation on Positive Activities for Young People	12th Oct '17	15th Nov '17	"South Gloucestershire Council is looking for new ways to deliver positive activities for young people and want to get a better picture of what youth activities (youth clubs, centres, detached and mobile work etc) are needed and where they should be, as well as how they should be provided within available resources."
Ageing Better Plan for South Gloucestershire	11th Oct '17	12th Jan '18	"South Gloucestershire Council is consulting on an Ageing Better Plan for 2017 - 2022. We are keen to receive feedback to ensure the draft plan captures all the major issues related to ageing that you'd want to be addressed."
Food Plan for South Gloucestershire	9th Oct '17	5th Jan '18	"South Gloucestershire Council is consulting on a Food Plan for 2017 - 2020. We are keen to receive feedback to ensure the draft plan captures all the main issues relating to food production, distribution and consumption in South Gloucestershire, as well as to identify any gaps or improvements to the plan."
Electoral Review of South Gloucestershire	29th Aug '17	6th Nov '17	"The independent Local Government Boundary Commission for England is asking people across your area to comment on proposed new electoral arrangements for South Gloucestershire Council."