

FILTON TOWN COUNCIL

ELM PARK | FILTON | SOUTH GLOUCESTERSHIRE | BS34 7PS

Town Clerk: Lesley Reuben

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23rd November 2017

Dear Member

You are hereby summoned to a meeting of FILTON TOWN COUNCIL to be held on Tuesday 28th November 2017 at 7.30pm in the Doug Daniels Pavilion, Elm Park, Filton

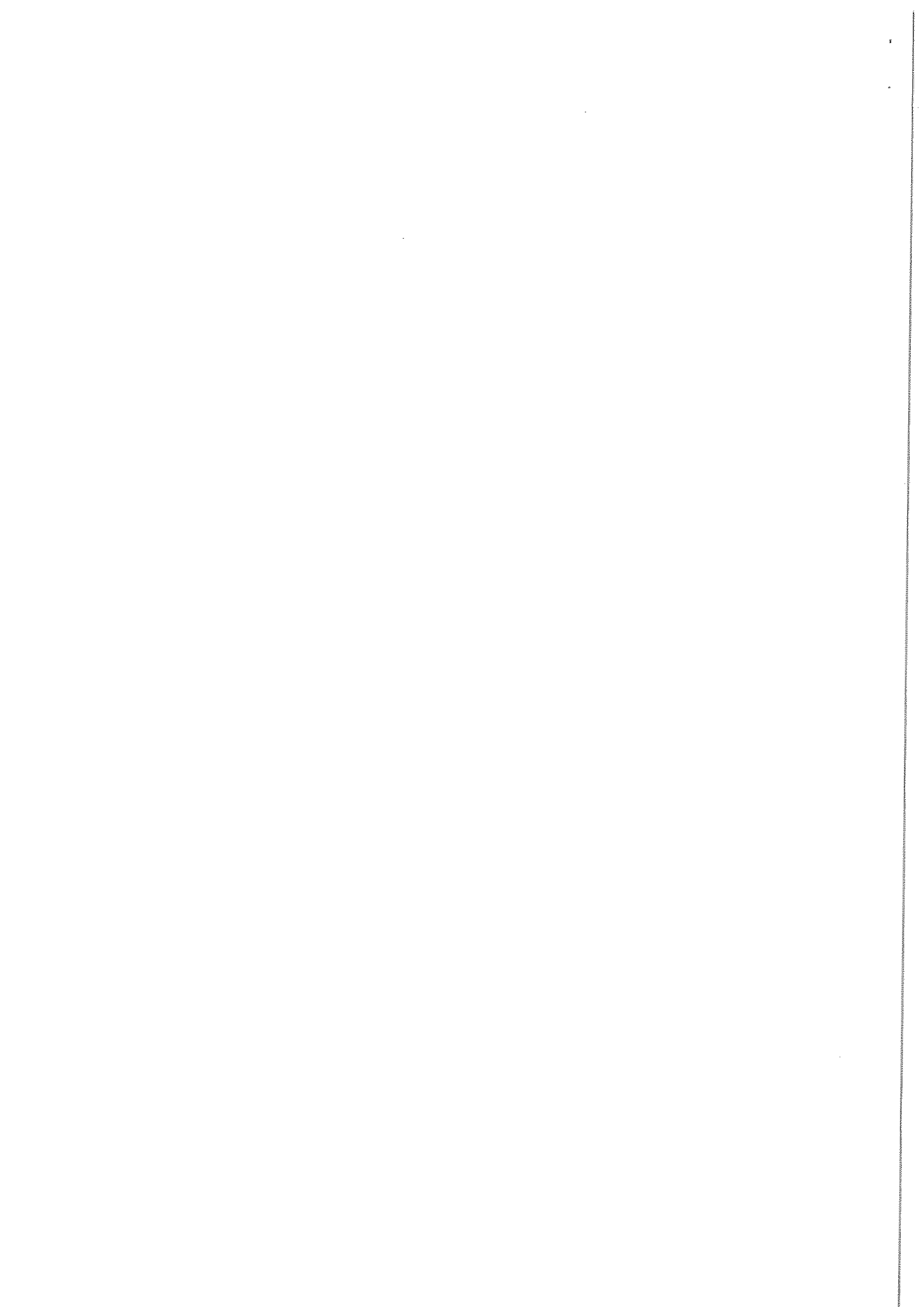
Yours sincerely

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.

A G E N D A

1. Apologies for Absence
2. Evacuation procedure
3. Declarations of Interest
4. **Presentation of Budget and Precept Requirement 2018/19 – Derek Kemp, Accounting Solutions** (Appendix 1) previously circulated – please advise if you would like another copy
5. 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*
6. **Co-option – interested parties to present**
7. To approve the minutes of the meeting held 26th September & 31st October 2017 (pages 1-3)
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 (page 4)
 - ii) Cllr A Monk (to be tabled)
 - iii) Cllr I Scott (page 5)
11. Submission from members : "That this Council resolve to amend standing orders and instruct the Town Clerk to resurrect the planning committee so that it meets every 2 weeks potentially before full council and Finance Committee starting 6.00pm"
Proposed by Cllr Monk, Seconded by Cllr Kenyon:
12. . Reports from Committees, Working Groups and the Town Clerk
 - i) Finance and General Purposes Committee 14th November 2017(pages 6-8)
 - ii) Town Clerk – Notice Boards (page 9)
13. Other Reports/Consultations
Spreadsheet of any active consultations (page 10)
14. Payments for Information – November (to be tabled)



Minutes of a meeting of FILTON TOWN COUNCIL held on **Tuesday 26th**
September 2017 in the Doug Daniels Pavilion, Elm Park, Filton

PRESENT: Cllrs: Darryl Collins (Chair), K Briffett, A Kenyon, A Monk, I Scott
L Reuben (Town Clerk), N Bibi (Town Council Support Officer),
APOLOGIES: Cllrs: A Doyle, B Mead, E. Seymour, R Taylor, A Tink, J Tucker,
J Ward

The Chair welcomed everyone to the meeting but due to the number of apologies the meeting was inquorate and therefore adjourned and would reconvene 31st October 2017.

PRESENT: Cllrs: D Collins (Chair), K Briffett, A. Doyle, A Kenyon, I Scott, E Seymour, R Taylor, A Tink, J Tucker, J Ward

ALSO PRESENT: Lesley Reuben (Town Clerk), Naomi Bibi (Town Council Support Officer - Minutes)

APOLOGIES: Cllrs: B Mead, A Monk

1569. APOLOGIES FOR ABSENCE: Apologies were noted.

1570. EVACUATION PROCEDURE: The Chair highlighted the emergency exits for the council and the public.

1571. DECLARATIONS OF INTEREST: No new declarations of interest were made.

1572. FILTON BEAT TEAM: PC Sean White went through crime statistics in Filton for the last month. He also alerted those present to the current increase in early evening burglaries since the clocks went back.

1573. PRESENTATION FROM SOUTH GLOS REGARDING PSP: There was no presentation as South Glos refused to allow an officer to attend the meeting. Mr Mikkelson updated all that the petition now had over 3,300 signatories which was enough to force a debate at South Glos. He said there would be opportunities for the public to speak at the South Glos. cabinet meeting and Full Council meeting, and that there would be people organised to each speak on specific topics relating to the case, e.g. on the community garden, pollution, the effects on residents, highways, the impact on twinning, on children, etc.

ACTION: *The Town Clerk to ensure posters go up in noticeboards to suitably inform residents that the cabinet meeting and full council meeting are upcoming.*

1574. PRESENTATION FROM ALEX KITTOW ON THE COMMUNITY PLAN: Alex Kittow introduced himself and said that having worked on the Southmead Community Plan, he was keen to get involved as he knew how much it could help Filton. The data collected by the Community Plan could help produce an action plan (which would be owned by Filton Town Council) derived from the community, which would in turn enable Filton to:- influence decisions which may affect it; increase the likelihood of receiving funding; and increase partnership working. The next stage would be a stakeholders meeting scheduled to take place on 7th December from 10:00-13:00.

1575. SUBMISSIONS FROM PUBLIC: The question was asked again as to whether Filton Chest and Heart group could have their own cupboards in the Pavilion. The Clerk explained again that it would not be possible to allocate cupboard space to individual charities or other organisations. The kitchen was still work in progress and the cupboards will eventually be fully stocked. The resident also requested to have coat hooks put up in the Pavilion, and for the Fire Exit sign to be replaced from the door, to above the door. It was also requested that a report was sent to South Glos. Streetcare reporting the poor state of Boverton Road.

1576. APPROVAL OF MINUTES OF MEETING HELD 25TH JULY 2017: Minutes approved. September meeting inquorate.

1577. MATTERS TO REPORT ARISING FROM MINUTES NOT ON AGENDA: None

1578. SOUTH GLOUCESTERSHIRE REPORTS: The reports from South Gloucestershire Councillors were noted.

1579. SUBMISSION FROM MEMBERS: Motion from Cllr Tucker proposed (was seconded) that the council go ahead with ordering ID badges. Fell 4 in favour, 6 against.

1580. REPORTS FROM COMMITTEES, WORKING GROUPS AND TOWN CLERK:
Re. Council Vacancies, it was agreed to maintain the co-option process status quo.

1581. OTHER REPORTS / CONSULTATIONS:

The Clerk raised concerns that the Council was missing consultations and so informed councillors that a table would be presented at each Full Council meeting detailing consultations received by the office.

These consultations would not be discussed on the night, but would give councillors the opportunity to bring submissions to the meeting which could then be approved at the meeting and then duly submitted on behalf of Council.

1582. PAYMENTS FOR INFORMATION: Payments noted.

The Chair closed the meeting at 9:15pm.

Cllr Roger Hutchinson - report to Filton Town Council meeting on Tuesday 28th November 2017

Since the October meeting I have attended the following:

Friday 3rd November - I attended a meeting of South West Councils. The meeting was addressed by Lord Gary Porter, Chair of the LGA and among the issues that he covered was the need, that he saw, for all local authorities to consider setting up a Housing Company, which would allow authorities to build council houses and thereby increase the availability of affordable housing. South Gloucestershire Scrutiny Commission is setting up a Task and Finish Group to consider this and I have been appointed to the group as one of the Labour members. I raised an issue on a report from the officer who deals with Migration matters in respect of SW Local Authorities as there seemed to be no mention of Modern Slavery. I was assured that this was an important part of the work although not mentioned.
Exeter

Saturday 4th November - I attended our regular weekly surgery
Filton

Monday 6th November - I attended the Cabinet meeting that considered the Policy, Sites and Places DPD and received statements from Filton residents in respect of Elm Park.
Kingswood

Wednesday 8th November - I attended the Council Meeting which considered the Policy Sites and Places DPD and the 3000 signature petition from Filton and statements again from Filton Residents in respect of the designation of the 15m strip of land by the ring road for a possible future road scheme. I was in a position as secretary of Filton Pétanque Club which pays an annual rent to the Town Council for use of the Boules Area. For this reason I had to declare an interest and leave the council chamber for the duration of both items so wasn't able to speak or vote. I was allowed however, to submit a written statement which was read out to the council by one of my councillor colleagues, a strange rule, but better than me contriving the code of conduct. My statement can be seen on my personal web site rmhutchinson.com
Kingswood

Friday 10th November - I attended the AGM of the LGA Public Transport Consortium, where I was again elected as the Labour Vice Chair. The meeting heard from several people involved in and knowledgeable about Community Transport and recent concerns that there are legal issues in respect of those CT organisations that run commercial routes to subsidise their community bus services.
Chancer Lane, London

Saturday 11th November - I attended our regular weekly surgery
Filton

Between today 20th November and the Council Meeting

Saturday 25th November - our regular weekly surgery
Filton

Tuesday 26th November - A Regional workshop/briefing on Climate Change at Bristol City Council .
Bristol

Cllr Roger M Hutchinson
Labour Lead Member for Planning and Communities.
Monday 20th November 2017

Email: roger.hutchinson@southglos.gov.uk

Tel: 07875 158423

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



Cllr Ian Scott Filton Town Council Report November 2017

Potential Elm Park Land Grab

South Gloucestershire Council's Policies, Sites and Places (PSP) Plan

Over 2,500 people signed the petition objecting to the Elm Park land grab which was presented to South Gloucestershire Full Council on the 8th November.

I voted against the South Gloucestershire Council's Policies, Sites and Places (PSP) Plan because it contained the Elm Park Land Grab element.

If the land grab were allowed to go ahead it would be institutional vandalism on an industrial scale and I am sure the Filton Community will oppose any land grab proposals that come forward.

The land is owned by Filton Town Council and the only way South Gloucestershire Council can get their hands on it is through a compulsory purchase order which will be opposed by Filton Town Council.

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.

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.

The latest news is that the Brabazon Hanger is being considered as a potential site for an arena as this part of the site is inside the Bristol boundary.

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

Minutes of the meeting of the **FINANCE & GENERAL PURPOSES COMMITTEE (and Planning)** held on Tuesday 14th November 2017 in the **Doug Daniels Pavilion, Elm Park, Filton**

Present: Cllrs: - D. Collins (Chair), K. Briffett, A. Kenyon, A. Monk, E. Seymour, R. Taylor & J. Tucker,

ALSO PRESENT: B. Morgan (Town Council Support Officer), L. Reuben (Town Clerk)

APOLOGIES: Cllrs: - A. Doyle, B. Mead, I. Scott & J. Ward

1315. APOLOGIES FOR ABSENCE: Apologies were noted.

1316. DECLARATION OF INTEREST: Cllr K Briffett declared a personal interest in Conygre House.

1317. MINUTES: The minutes of the meeting held Tuesday 12th September 2017 were approved as an accurate record.

1318. MATTERS OF REPORT ARISING FROM THE MINUTES NOT COVERED ON AGENDA: Southern Brooks Breakdown brought up, explained at last full council meeting. Accountant report on **1310**. Brought up questions of overspend on wages and expenditure of Filton Festival. Clerk will pass on to accountant for clarification and circulate response.

1319. PUBLIC QUESTIONS: There were none received.

1320. MANAGERS' REPORTS: Managers reports noted,
i) Typo from last report persisted, will be passed onto Leisure Centre Manager. Requested that abbreviations be expanded. (DBS etc.)

1321. ANNUAL RETURN 2017 – EXTERNAL AUDIT REPORT (APPENDIX 1): Clerk explained that date change highlighted in last meeting has affected many Town and Parish Councils. Noted for next year's audit.

1322. INCOME AND EXPENDITURE REPORTS: see **1318**.

1323. BALANCE SHEET: Noted.

1324. DISABLED ROUNDABOUT: Disabled access roundabout - play area in need of repair/replacement, quoted £5000 to replace, £2000 to fit. Council office to look for grant funding, while S. Glos Councillors will discuss their funding, motion passed to use above and finances set aside by accountants to fund replacement, with aim to begin process by Spring 2018.

1325. PRESENTATION OF BUDGET AND PRECEPT REQUIREMENT 2018/19:
First draft for information only, to be prepared for next full council meeting.

1326. PLANNING APPLICATIONS: Proposal to establish planning in a different format. Time restricted before current finance meetings and doing planning on a different day with smaller group suggested. Talk of separating/creating space for staffing issues. Motion to be put to next meeting, seconded and decided (nemcom)

i) Feedback to date - 10th November 2017

F.3556 - 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*

F.3564 - Airbus Gloucester Road North Filton Bristol South Gloucestershire BS34 7PY - Erection of security kiosk and vehicle barriers, stationing of modular building to form office and alteration to car parking area. *Approve with Conditions*

F.3570 - 53 Shellard Road Filton Bristol South Gloucestershire BS34 7LX: Application for a certificate of lawfulness for the proposed installation of a dormer. *Refusal*

5 Nutfield Grove Filton Bristol South Gloucestershire BS34 7LJ - Erection of rear conservatory - *Approve with Conditions*

F.3569 - 6 Stanley Crescent Filton Bristol South Gloucestershire BS34 7NH: Erection of single storey and two storey rear extension to provide additional living accommodation. *Approve with Conditions*

F.3572 - 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. - *Approve with Conditions*

Flat King George Vi Filton Avenue Filton South Gloucestershire - Alterations to existing first and second floors to form 4no flats - *Approve with Conditions*

18 Conygre Grove Filton Bristol South Gloucestershire BS34 7DN - Demolition of existing garage and erection of two storey side extension and single storey rear extension to form annex ancillary to the main dwelling (Amendment to previously approved scheme PT16/5540/F). - *Approve with Conditions*

F.3573 - 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. - *Approve with Conditions*

ii) Current Planning Applications: See Attached.

The Chair closed the meeting at 8:29pm

FILTON REF	SOUTH GLOS. REF	APPLICATION	EXPIRY DATE	COMMENTS
F.3575	PT17/4501/F	The Gloucester 83 Gloucester Road North Filton Bristol South Gloucestershire BS34 7PT - Part demolition of existing building. Part conversion and single storey rear and first floor extension to form 1 no. self-contained dwelling with associated works.	07-11-2017	
F.3576	PT17/4301/F	24 Fifth Avenue Filton Bristol South Gloucestershire BS7 0LP - Erection of 1 no. single storey detached dwelling. Conversion of existing dwelling to form 2 no. flats with associated works.	10-11-2017	
F.3577	PT17/4346/F	85 Mortimer Road Filton Bristol South Gloucestershire BS34 7LG - Demolition of existing garage. Erection of replacement garage with new access onto Nutfield Grove.	13-11-2017	
F.3578	PT17/4391/NMA	168 Station Road Filton Bristol South Gloucestershire BS34 7JW - Non material amendment to PT16/3546/F to substitute approved plans with Drwg 2513/101 received by the Council on 19th September 2017 to add a window and a dormer window.	13-11-2017	
F.3579	PT17/4846/F	35 Braemar Avenue Filton Bristol South Gloucestershire BS7 0TF - Sub-division of existing dwelling into 2 no. dwellings with new access and associated works.	15-11-2017	Object on parking, over intensive, not in keeping & highway access
F.3580	PT17/5105/F	36 Braemar Crescent Filton Bristol South Gloucestershire BS7 0TD - Conversion of existing dwelling to form 2 no. flats.	29-11-2017	Concerns with parking, over intensive
F.3581	PT17/4985/F	14 Kenmore Drive Filton Bristol South Gloucestershire BS7 0TT - Erection of a single storey rear and side extension to form additional living accommodation. Installation of 1no rear dormer to facilitate loft conversion.	01-12-2017	No objections

Filton Town Council Notice Boards

How many and where are they situated?

8 Notice Boards : Elm Park, Gloucester Road North(Maniks), Northville near Bulldog, Shields Ave (Clinic), Library (access when Library closed) Conygre Road (McColls), Church Road (Toilets) Charborough Rd (Play group)
Plus internal notice boards around the Leisure Centre

How often are they changed?

Weekly

Who changes them?

Town Council Support Officer – currently Ben Morgan

How is space allocated on them – e.g Town Council information – Advertising

Left hand side – saved for Town Council Business. Local charities and groups posters/info brought into office, posted up/ replaced when event is finished/poster been up for a while and in disrepair and/or space is needed for new info.

Is there any charging for advertising?

No, but expected to print out info themselves and bring to office.

Are the adverts community adverts or private business?

Mainly community but very occasionally business (eg New nursery opening locally) but not really commercial business.

Consultation		Consultation Period	Summary
Joint Spatial Plan*	22 nd Nov '17*	10 th 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."
Ageing Better Plan for South Gloucestershire	11 th Oct '17	12 th 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	9 th Oct '17	5 th 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."
Ageing Better Consultation	16 th Nov '17	12 th Jan '18	The Ageing Better Plan brings together the outcomes and priorities that will guide our work to support older people (age 65+), the way we will measure our progress and how we will work to realise our ambitions. It is based on data, evidence and consultation with older people and wider partners across the area. http://www.southglos.gov.uk/health-and-social-care/care-for-adults/ageing-better-plan/
Policies, Sites and Places Plan (appeal period)	8 th Nov '17	20 th Dec '17	Option to appeal the Policies, Sites and Places Plan that was implemented on 8 th November. "there is a six week period from the date of adoption during which any person aggrieved by the Policies, Sites and Places Plan can make an application to the High Court on the grounds that the document is not within the appropriate powers, or that a procedural requirement has not been complied with."

www.southglos.gov.uk/policies/sitesandplaces