



FILTON TOWN COUNCIL

ELM PARK | FILTON | SOUTH GLOUCESTERSHIRE | BS34 7PS

Town Clerk: Lesley Reuben

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Tel: 01454 866 698

24th March 2021.

Dear Members

You are hereby summonsed to a **VIRTUAL** meeting of the **FULL COUNCIL** will be held on **Tuesday 30th March 2021 at 7pm. via Zoom Remote Link**

This meeting will welcome the press and public from 8p.m. or immediately after item 5. Lesley Reuben is inviting you to a scheduled Zoom meeting.

Topic: Full Council

Time: Mar 30, 2021 07:00 PM London

Join Zoom Meeting

<https://us02web.zoom.us/j/83706193518?pwd=eC8zZ0tXVDY0dzFqcmluQ3REeDZpdz09>

Meeting ID: 837 0619 3518

Passcode: 411543

Dial by your location

+44 203 481 5237 United Kingdom

+44 203 481 5240 United Kingdom

+44 203 901 7895 United Kingdom

+44 131 460 1196 United Kingdom

+44 203 051 2874 United Kingdom

Meeting ID: 837 0619 3518

Passcode: 411543

Yours sincerely,

L.A.Reuben,

Town Clerk & RFO.

Public and press are welcome to view all council meetings - however the Chair reserves the right to mute or remove any member of the public causing a disturbance.

AGENDA

1. Apologies for Absence
2. Evacuation procedure
3. Declarations of Interest
Confidential session for Item 4 and 5 will need to exclude Press and Public as commercially sensitive
4. **Presentation of FSLC Tenders – RPT Consulting**
5. Proposal on how to proceed – *possible extra ordinary meeting*
6. Submissions from the Public (max. 15mins) (whilst we are meeting via remotely any submission from the public need to be sent in to clerk 48 hours prior to meeting)
 - i) Resident enquiry on non-reduction in Precept.
7. To approve the minutes of the meeting 23rd February 2021 – *(pages 1-2)*
8. Matters of report arising from the minutes not otherwise included on the Agenda
9. Filton Beat Team Update *(to be circulated prior to meeting)*
10. South Gloucestershire Reports:
 - Cllr A Monk – *(to be circulated prior to the meeting)*
 - Cllr C Wood – *(as above)*

11. Submission from members: ASB Millenium Green – Cllr A.Robinson
12. Reports from Committees, Working Groups and the Town Clerk:
 - i)Full Council (Finance) draft minutes of the meeting held 9th March 2021. (page3-4)
 - ii)Circus Visit - May 2021
 - iii)Annual Assembly 25th May 2021
13. Other Reports/Consultations/ Planning applications
14. Consultation Spreadsheet (page 5)
15. Payments for Information (page 6)
16. Planning Applications – Schedule previously circulated

Minutes of the Full Council Meeting of **FILTON TOWN COUNCIL** held at 7:00p.m on **Tuesday 23rd February 2021** remotely via Zoom.

PRESENT: Cllrs: D Collins (Chair), K Briffett, A Doyle, M Chaudhry, T Mewies, A Monk, A Robinson, C Wood, A Kenyon, B Mead, I Scott,
ALSO, PRESENT: Lesley Reuben (Town Clerk), Natasha Gould (Council Support Officer)
APOLOGIES: Cllrs, M Chaudhry
NON-ATTENDANCE:

0210. APOLOGIES FOR ABSENCE: Apologies were noted.

0212. DECLARATIONS OF INTEREST: Cllr Monk declared a personal interest in item 10ii, a relative worked at the Leisure Centre so he will not partake in the discussion.

0213. PRESENTATION FROM FACE: Councillors listened to the presentation given by Debbie Teml, after a short discussion it was proposed, seconded and move forward with the proposal regarding the community plan and via across unspent grant money from 2020/21, this was **Agreed** 8 in favour.

0214. SUBMISSIONS FROM PUBLIC:

i) **Memorial Bench for Jackie Sims** – It was proposed, seconded and Agreed unanimously to allow a bench to be placed near the play area at Elm Park in memory of Filton resident Jackie Sims.

ii) **Council Tax** – A letter had been received from a resident about the increase in this year's council tax, councillors noted the letter.

iii) **Bromford Garages** – After a short update from the resident regarding the demolition of the garages it was Agreed: The Town Clerk would write to Bromford Housing along with South Glos Councillors looking into a South Glos.

Action: Town Clerk

0215. TO APPROVE MINUTES OF THE MEETING HELD 26th January: Minutes were approved as an accurate record.

0216. MATTERS OF REPORT ARISING FROM MINUTES NOT OTHERWISE INCLUDED IN THE AGENDA: The Town Clerk updated councillors on the current vacancies, it was noted that S. Glos will be circulating nomination forms for the election on the Northville ward and the vacancy on the Conygre ward can be filled by Co-Option. It was agreed to co-op at the April 2021 Full Council meeting and advertise 4 weeks in advance that people can come to present at that meeting if they wish to be considered for Co-Option.

0217. FILTON BEAT TEAM REPORT: The report was noted.

0218. SOUTH GLOUCESTERSHIRE COUNCILLORS REPORTS:

i) Councillor Monks: Report Noted

i) Councillor Wood – Report Noted

0219. SUBMISSIONS FROM MEMBERS:

i) **Real Living Wage** – After a short discussion surrounding the financial impact of becoming a real living wage employer it was proposed, seconded and **Agreed:** for the Town Clerk to collate more detailed information and about financial impact on the council and report back to the next meeting.

Action: Town Clerk

ii) Furlough Pay – This motion was discussed, and it was agreed to discuss at the next staffing meeting so more in-depth details could be discussed to enable a more informed decision to be made. This was **Agreed:** 7 in favour, 1 against and 1 abstention.

iii) Welfare Fund – The motion was discussed; it was noted that South Gloucestershire Council have just released a new scheme to help local residents with a budget of 1 million pounds. The original motion was put to the vote and objected 7 against 2 in favour.

iv) Millennium Green Issues – The antisocial behaviour at Millennium Green was discussed, it was noted that to move each bench would cost the Council £130.00. After further discussions it was proposed, seconded and **Agreed:** 7 in favour, too contact South Glos to see what suggestions they might have.

vi) Third Avenue Fencing – It was noted that the residents were not concerned about the height of the fencing. It was proposed, seconded and **Agreed:** 7 in favour to instruct the clerk to obtain 3 quotes to replace the whole fence.

Action: Town Clerk

The Chair closed the meeting at 9.05pm

D R A F T

Minutes of the virtual meeting of the **FULL COUNCIL FINANCE & GENERAL PURPOSES** held on Tuesday 9th March 2021 held remotely via **ZOOM CONFERENCE CALLING**.

PRESENT: Cllrs: - D Collins, A Doyle, T Mewies, I Scott, A Monk, B Mead, A Kenyon, A Robinson,

ALSO PRESENT: L Reuben (Town Clerk) N Gould (Town Council Support Officer)

APOLOGIES: Cllrs: - K Briffett, M Chaudhry

NON-ATTENDANCE: - Cllrs: - C Wood,

F.179 APOLOGIES FOR ABSENCE: Cllrs apologies were noted.

F.180 DECLARATION OF INTEREST: Cllr Kenyon declared a personal interest in Four Towns Transport.

F.181 MINUTES: Minutes from the meeting held 09th February 2021 were approved as an accurate record.

F.182 MATTERS OF REPORT ARISING FROM MINUTES: There were none.

F.183 PUBLIC PARTICIPATION:

i) HMO – Third Avenue – The letter from the resident was discussed, it was noted that this had already been taken to South Gloucestershire Council and they were looking into all the concerns raised.

A councillor asked if this could be incorporated into the community plan, the Town Clerk noted that to be able to have any legal stance on planning the Town Council would need to produce a neighbourhood plan which feeds into the local plan and sets out the frameworks. It was proposed, seconded and **Agreed:** to instruct the Town Clerk to contact ALCA for advice on working towards creating a neighbourhood plan.

Action: Town Clerk

F.184 GRANT PAYMENTS: Two applications had been received from North Bristol Advice Centre and Four Towns Transport. The Council have a budget of £500 for NBAC and £1000 for Four Towns Transport. Both applications were requesting £1000 for works in Filton. It was proposed, seconded and agreed by all participating to award both applications a grant of £1000, NBAC would be awarded their £500 budget and an additional £500 from the section 137 grants budget.

Action: Town Council Office

F.185 INCOME & EXPENDITURE REPORTS MONTH 10: The reports were noted. The Town Council Office were asked to look into the below budget codes and come back to the next meeting and advise why they were currently over budget;
4024-102 (Subscriptions)
4005-901 (HR SLA)

F.186 BALANCE SHEET MONTH 10: The report was noted.

F.187 PAYMENTS FOR INFORMATION: The document was noted.

Part 2 excluding press and public.

F.188 STAFFING COMMITTEE MINUTES OF MEETING HELD 2nd MARCH: The minutes were noted as an accurate record.

Arising from minute 110 (Furlough Figures). The updated figures had been circulated prior to the meeting. Following discussion, it was proposed and seconded to not pay the additional 20% backdated to April 2020. An amendment to the original motion was put forward not pay the backdated 20% but to look to implications of paying the real living wage across the board. This was seconded and voted 6 in favour 2 abstentions.

The original motion was put to the vote and superseded by the amendment with 4 in favour, 2 against and 2 abstentions.

It was noted that the Town Council Office were waiting for the financial impact report to be received from South Glos payroll which would outline details of implementing the real living wage. This report would be brought to the first meeting after being received.

There being no further business the meeting closed at 8.10PM.

Public Consultation Spreadsheet March 2021

Consultation	Consultation Period		Summary
<p>FILTON - Filton Avenue (north of A4174) Experimental Part-Time Southbound Bus Lane - STATUTORY NOTICE</p>	<p>26th October 2020</p>	<p>26th April 2021</p>	<p>The Council made an order the effect of which is to 'open up' the movement of vehicles as an Experimental Traffic Regulation Order outside the weekly peak periods (07:00-10:00 and 15:00- 19:00) Monday to Friday on the existing southbound bus lane of Filton Avenue between Conygre Grove and A4174 Station Road. Have your say about the opening up of the existing southbound bus lane on Filton Avenue heading towards the A4174 Station Road outside of peak periods. The trial and its consultation will start from 26th October 2020 with a 6 month period for any person to make comments and submit objections, stating on what grounds you are objecting to the measures being put in place indefinitely.</p>
<p>FILTON - Southmead Road - COVID-19 cycling Improvements - Mandatory cycle lane</p>		<p>4th April 2021</p>	<p>The above is part of the Council's network management duty and guidance announced by the Secretary of State for Transport, Grant Shapps on 9th May 2020. Proposed cycling improvements along Southmead Road by introducing a northeast bound on-carriageway mandatory cycle lane between Braemar Avenue and Brandon House junction. With supporting double yellow lines for effective operation for the cycle lane. Members of the public will be able to send in feedback regarding this cycling improvement scheme.</p>

Time: 10:18

BANK ACCOUNT-GENERAL

List of Payments made between 01/03/2021 and 25/03/2021

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
03/03/2021	Atradius Collections	5586	460.85		5030-Cryo interest
03/03/2021	CryoService Ltd	5587	19.96		5019-Rental food gas
03/03/2021	DCK Accounting Solutions Ltd	5588	525.30		5021-Contract accounting
03/03/2021	Glasdon Manufacturing Limited	5589	218.04		5023-Plastic liner, post mount
03/03/2021	GM Engineering (Bristol) Ltd	5590	396.00		5025-Replace lock casing
03/03/2021	Loomis UK Ltd	5591	39.89		0406342/4838/Loomis UK Ltd
03/03/2021	South Gloucestershire Council	5592	5,510.40		5022-Xmas lights 2020-21
03/03/2021	Tailor Made Office Supplies Lt	5593	50.19		5017-Glue stick
18/03/2021	BRENNTAG	5594	0.00		VOID CHEQUE
18/03/2021	ALCA	5595	0.00		VOID CHEQUE
18/03/2021	ANDREW TALBOT LTD	5596	0.00		VOID CHEQUE
18/03/2021	BT	5597	0.00		VOID CHEQUE
18/03/2021	AIR PRODUCTS - DD	5598	0.00		VOID CHEQUE
18/03/2021	DCK ACCOUNTING	5599	0.00		VOID CHEQUE
18/03/2021	DLIT - DD	5600	0.00		VOID CHEQUE
18/03/2021	EVERFLOW - DD	5601	0.00		VOID CHEQUE
18/03/2021	FOUR TOWNS	5602	0.00		VOID CHEQUE
18/03/2021	NORTH BRISTOL	5603	0.00		VOID CHEQUE
18/03/2021	NATIONAL SECURITY	5604	0.00		VOID CHEQUE
18/03/2021	RENTOKIL PEST	5605	0.00		VOID CHEQUE
18/03/2021	RICOH - DD	5606	0.00		VOID CHEQUE
18/03/2021	VIRIDOR WASTE	5607	0.00		VOID CHEQUE
18/03/2021	WATER LOGIC	5608	0.00		VOID CHEQUE
18/03/2021	Brenntag UK Ltd	5594	270.38		47SI4797445/5054/Brenntag UK L.
18/03/2021	Avon Local Councils' Associati	5595	35.00		TINV 26-03/20-21/5053/Avon Loc
18/03/2021	Andrew Talbot Design Limited	5596	30.00		3068/5067/Andrew Talbot Design
18/03/2021	British Telecommunications plc	5597	271.96		Q0700B/5057/British Telecommun
18/03/2021	CryoService Ltd	5598	201.30		416128080/5070/CryoService Ltd
18/03/2021	DCK Accounting Solutions Ltd	5599	432.90		TPC9328/5072/DCK Accounting So
18/03/2021	DL I.T. Solutions Ltd	5600	63.00		22227/5058/DL I.T. Solutions L
18/03/2021	Everflow Ltd	5601	2,843.73		89308/5073/Everflow Ltd
18/03/2021	Four Towns Community Transport	5602	1,000.00		GRANT/5062/Four Towns Communit
18/03/2021	North Bristol Advice Centre	5603	1,000.00		GRANT/5061/North Bristol Advic
18/03/2021	Cape Meridian Ltd	5604	234.00		2021/02/031/5060/Cape Meridian
18/03/2021	Rentokil Initial UK Ltd	5605	237.73		21417194/5064/Rentokil Initial
18/03/2021	Ricoh UK Ltd	5606	384.48		101776263/5066/Ricoh UK Ltd
18/03/2021	Viridor Waste Management Ltd	5607	861.72		00003432759AB/5074/Viridor Was
18/03/2021	Waterlogic GB Ltd	5608	51.60		6094673/5069/Waterlogic GB Ltd
Total Payments			15,138.43		