



## FILTON TOWN COUNCIL

ELM PARK | FILTON | SOUTH GLOUCESTERSHIRE | BS34 7PS

Town Clerk: Lesley Reuben

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21<sup>st</sup> March 2022

Dear Members

You are hereby summoned to a meeting of the **FULL COUNCIL** will be held on **Tuesday 26<sup>th</sup> April 2022**. To be held at **7pm** in the Filton Sports & Leisure Centre, Elm Park, BS34 7PS

Yours sincerely,  
L.A.Reuben,  
Town Clerk & RFO.

***Please note that it is advised that public submissions are sent to the Council Office 48 hours prior to meeting. [office@filtontowncouncil.gov.uk](mailto:office@filtontowncouncil.gov.uk)***

### AGENDA

1. Apologies for Absence
2. Declarations of Interest
3. Submissions from the Public (max. 15mins).
4. To approve the minutes of the meeting held 29<sup>th</sup> March 2022 (*pages 1-2*)
5. Matters of report arising from the minutes not otherwise included on the agenda.
6. Filton Beat Team Update
7. South Gloucestershire Reports:  
Cllr A Monk – (*page 3*)  
Cllr C Wood – (*no submission*)
8. Submission from members –
9. Reports from Committees, Working Groups, and the Town Clerk:
  - i) Planning Committee – Minutes of meeting held 19<sup>th</sup> April 2022 (*pages 4-5*)
  - ii) Full Council Finance and General Minutes 12<sup>th</sup> April 2022 (*page 6*)
  - iii) Leisure Centre Contract update
  - iv) Millennium Green update – notes of Friends meeting held 8<sup>th</sup> March 22 (*page 7-8*)
10. Consultation Spreadsheet (*page 9*)
11. Payments for Information No submission (*shown at Full Council Finance and General meeting 12<sup>th</sup> April 2022*)

Minutes of the Full Council Meeting of **FILTON TOWN COUNCIL** held at 7:00pm on **Tuesday 29<sup>th</sup> March 2022**.

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**PRESENT: Cllrs:** B Mead (Chair), A Doyle, K Briffett, A Kenyon, Dan Boardman, C Wood, I Scott, T Mewies, A Monk, A Bird

**ALSO, PRESENT:** Lesley Reuben (Town Clerk), Carla Westcott (Town Council Support Officer)

**APOLOGIES:** M Chaudhry, A Robinson, D Collins

**NON-ATTENDANCE:** N/A

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0361. **APOLOGIES FOR ABSENCE:** Apologies were noted

0362. **EVACUATION PROCEDURE:** Chair of Council gave evacuation procedures

0363. **DECLARATIONS OF INTEREST:** None received

0364. **SUBMISSIONS FROM PUBLIC** None received

0365. **PRESENTATION/UPDATE ON NEIGHBOURHOOD PLANNING, DANNY DIXON, S GLOS COUNCIL.** Presentation given regarding assisting Filton to move to a neighbourhood plan. Questions were raised and answered. The full presentation to be circulated.

0366. **TO APPROVE MINUTES OF THE MEETING HELD 22<sup>ND</sup> FEBRUARY 2022:** Minutes were approved as accurate.

0367. **MATTERS OF REPORT ARISING FROM THE MINUTES NOT OTHER INCLUDED ON THE AGENDA:** None

0368. **FILTON BEAT TEAM UPDATE:** Report Noted

0369. **SOUTH GLOUCESTERSHIRE REPORTS:**

Cllr A Monk: Noted

Cllr C Wood: Noted.

0370. **SUBMISSION FROM MEMBERS:**

i) Notices of Motion proposed by Cllr Brian Mead. It was also requested a named vote on all motions

**Motion 1** FTC to Proactively look at employing someone to help tidy up Filton on a 15 to 20 hrs per week basis.

**An amendment was added** FTC to Proactively look at redeploying or employing staff to help tidy up Filton on a 15 to 20 hrs per week basis.

**Motion amendment Vote. FOR 9** (Cllrs BM, AD, AK, DB, CW, IS, TM, AM, AB) **AGAINST 1** (Cllr KB) **ABSTAIN 0**

**Motion with amendment included voted FOR 9** (Cllrs BM, AD, AK, DB, CW, IS, TM, AM, AB) **AGAINST 1** (Cllr KB) **ABSTAIN 0**

**Motion with amendment carried**

**Action FTC Office**

**Motion 2** FTC to Proactively talk to those who use the skate park and those who use the BMX park to find out what needs doing to improve them both and put it into practice;

**An amendment was added.** Remove the "put into practice" wording from original motion.

**Motion amendment Vote. FOR 10** (all Cllrs) **AGAINST 0 ABSTAIN 0**

**Motion with amendment included voted FOR 10 AGAINST 0 ABSTAIN 0**

**Motion with amendment carried**

**Action FTC Office**

**Motion 3** FTC to proactively look at sorting out the lights and paths around Elm Park to make improvements for all who use it;

**An amendment was added:** FTC to proactively investigate maintenance issues at Elm Park and draw up a list of priorities. Then have these put into the next budget figures.

**Motion amendment Vote. FOR 10 (all Cllrs) AGAINST 0 ABSTAIN 0**

**A second amendment was added:** FTC do not accept South Glos Council response that the footpaths at Elm Park are rural and believe that South Glos Council be responsible to repair them.

**Motion with both amendments included voted FOR 10 (all Cllrs) AGAINST 0 ABSTAIN 0**

**Motion with amendments carried**

**Action FTC Office**

**Motion 4** FTC to proactively talk to residents and help them gate off lanes to stop fly tipping;

**Motion Vote. FOR 2 (Cllrs BM, TM) AGAINST 7 (Cllrs KB, AK, DB, CW, IS, AM, AB)**

**ABSTAIN 1 (Cllr AD)**

**Motion was not carried**

**Motion 5** FTC to proactively look at hosting a parkrun in Elm Park

**An amendment was added.** To remove the wording "Park run" and add "Community run".

**Motion amendment vote. FOR 9 (Cllrs KB, DB, CW, IS, AM, AB, BM, TM) AGAINST 1 (Cllr AK) ABSTAIN 0**

**Motion with amendment included voted FOR 9 (Cllrs KB, DB, CW, IS, AM, AB, BM, TM)**

**AGAINST 1 (Cllr AK) ABSTAIN 0**

**Motion with amendment carried**

**Action FTC Office**

ii) Cllr Dan Boardman – Expanding the wildflower areas in Millennium Green and Elm Park  
**An amendment was added:** to ask South Glos Council Biodiversity team to attend a council meeting and advise us on the best locations for wildflowers.

**Motion amendment vote. FOR 10 AGAINST 0 ABSTAIN 0**

**Motion with amendment included voted FOR 10 AGAINST 0 ABSTAIN 0**

**Motion with amendment carried**

**Action FTC Office**

**0371. REPORTS FROM COMMITTEES, WORKING GROUPS AND THE TOWN CLERK:**

i) Planning Committee minutes 15<sup>th</sup> March 2022. Noted for information purposes and Article 4 draft submission discussed and voted **FOR 10 AGAINST 0 ABSTAIN 0**. Response to submitted as a priority.

ii) Full Council Finance and General Minutes 8<sup>th</sup> March. Noted

iii) Leisure Centre update – The Town Clerk gave a short update and contracts are very close to signing.

iv) Millennium Green update. Noted

v) Elm Park Planters. Placing of the planters to be confirmed discussed at the next Finance meeting.

**0372. CONSULTATION SPREADSHEET:** Noted

**0373. PAYMENTS FOR INFORMATION:** Approved

**CHAIR ENDED MEETING AT 8.40PM**

## CLlr A Monk Report to Filton Town Council April 2022

I am unable to attend this evenings meeting, please accept my apologies.

### **HMO Consultation on Article 4 Directive.**

The consultation has concluded, I will update when I hear more, which I would imagine will be in the coming weeks.

### **Planning**

I have now had 2 requests to refer planning applications to committee declined by the chair of the committee. I don't understand how this can be and I will be challenging this at forthcoming meetings, how one person can make decisions for a quasi judicial committee.

**SCHEDULE AND CONSULTEE COMMENTS OF PLANNING APPLICATIONS 19/04/2022  
ATTENDED BY CLLRS: A ROBINSON, D COLLINS, D BOARDMAN,  
ALSO: C WESTCOTT (TOWN COUNCIL SUPPORT OFFICER)**

FILTON REF	SOUTH GLOS. REF	APPLICATION	EXPIRY DATE	COMMENTS
F.3872	P22/01608/CLP	650 Filton Avenue Filton South Gloucestershire BS34 7LD Installation of rear dormer to facilitate loft conversion, 2no.front roof lights, and a detached garage to create a house of multiple occupation for up to six occupiers (Use Class C4).	Wed 06 Apr 2022	Expired
F.3873	P22/00894/CLP	26 Bridgman Grove Filton South Gloucestershire BS34 7HR Erection of single storey side and rear extensions, installation of hip to gable roof extension and 1 no. rear dormer. Change of use from dwelling (Class C3) to small HMO for up to 6 people (Class C4).	Tue 12 Apr 2022	Expired Cllrs able to comment as individual before expiry date
F.3874	P22/01801/HH	Kenmore Crescent Filton South Gloucestershire BS7 0TN Raising of roofline and installation of 1 no. rear dormer to facilitate loft conversion.	Wed 13 Apr 2022	Expired Cllrs able to comment as individual before expiry date
F.3875	P22/01750/F	180 Conygre Grove Filton South Gloucestershire BS34 7HZ Erection of single storey side and rear extensions with other associated works to facilitate change of use from class C3 dwelling to 7 no. bedroom house of multiple occupation (Sui generis) for up to seven occupants.	Wed 13 Apr 2022	Expired Cllrs able to comment as individual before expiry date
F.3876	P22/01857/PNH	33 Conygre Road Filton South Gloucestershire BS34 7DB The erection of a single storey rear extension which would extend beyond the rear wall of the original house by 6.0 metres, for which the maximum height would be 4.0 metres, and for which the height of the eaves would be 2.9 metres.	Thu 14 Apr 2022	Expired Cllrs able to comment as individual before expiry date
F.3877	P22/00349/F	756 Filton Avenue Filton South Gloucestershire BS34 7HD Creation of new vehicular access and driveway.	Thu 14 Apr 2022	Expired Cllrs able to comment as individual before expiry date
F.3878	P22/01865/F	Land At 1 Shanklin Drive Filton South Gloucestershire BS34 7EL Erection of 1no. attached dwelling with access, parking and associated works. (resubmission of P21/02822/F)	Sat 16 Apr 2022	Expired Cllrs able to comment as individual before expiry date
F.3879	P22/01068/F	Filton Sports And Leisure Centre Elm Park Filton South Gloucestershire BS34 7PS Partial demolition of existing leisure centre building and erection of new leisure centre to include double height soft play area, open plan cafe and reception, fitness suite, health suite, changing facilities, office accommodation and erection of satellite external changing pavilion, with parking and associated works.	Sat 16 Apr 2022	Expired Cllrs able to comment as individual before expiry date
F.3880	P22/00726/HH	682 Southmead Road Filton South Gloucestershire BS34 7QT Erection of a first floor side and rear extension to form additional living accommodation.	Wed 20 Apr 2022	Filton Town Council still agree with comments originally made.
F.3881	P22/01989/HH	39 Kenmore Crescent Filton South Gloucestershire BS7 0TJ Erection of single storey rear and side extension to create additional living accommodation..	Sun 24 Apr 2022	Filton Town Council acknowledge this application but have not comment to add

**SCHEDULE AND CONSULTEE COMMENTS OF PLANNING APPLICATIONS 19/04/2022**  
**ATTENDED BY CLLRS: A ROBINSON, D COLLINS, D BOARDMAN,**  
**ALSO: C WESTCOTT (TOWN COUNCIL SUPPORT OFFICER)**

F.3882	P22/01997/CLP	42 Wades Road Filton South Gloucestershire BS34 7ED Installation of hip to gable roof extension and 1 no. rear dormer. Erection of single storey and two storey rear extensions.	Tue 26 Apr 2022	OBJECTION Overdeveloped Not in keeping with neighbouring houses Amenities of dormer viewing of dual carriageway Parking provision unclear as no parking survey included
F.3883	P22/02082/CLP	180 Conygre Grove Filton South Gloucestershire BS34 7HZ Change of use from 1 no. residential dwelling (Class C3) to small House of Multiple Occupancy (HMO) (Class C4).	Thu 05 May 2022	Please see comments made by Clr D Boardman with planning application reference P22/01750/F as this is the same property Filton Town Council would like the high level of HMO surrounding the property taken into consideration.
F.3884	P22/02135/CLE	26 Warren Road Filton South Gloucestershire BS34 7EJ Continued Use as C4 House of Multiple Occupancy	Fri 06 May 2022	Filton Town Council acknowledge this application but have not comment to add
F.3885	P22/02142/CLE	4 Kenmore Drive Filton South Gloucestershire BS7 0TT Confirmation of lawful use as small HMO.	Sun 08 May 2022	No substantiated evidence of current use of C4 status. Filton Town Council would like to see redacted tenancies to as referenced in covering letter.

**PRESENT: Cllrs:** A Doyle (Chair), T Mewies(Vice Chair), B.Mead, A Bird, D Boardman, K Briffett, D Collins A Kenyon, A Robinson, I Scott, C Wood.  
**ALSO, PRESENT:** Lesley Reuben (Town Clerk),  
**APOLOGIES: Cllrs** M.Chaudhry, A.Monk  
**NON-ATTENDANCE: N/A**

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**0356. APOLOGIES FOR ABSENCE:** Apologies were noted

**0357. EVACUATION PROCEDURE:** Chair of Council gave evacuation procedures and COVID 19 compliance details.

**0358. DECLARATIONS OF INTEREST:** Cllr Wood declared his interest with S.Glos Audit

**0359. TO APPROVE THE MINUTES OF THE MEETING HELD 8<sup>th</sup> March 2022:** The minutes were approved following amendments to the numbering error and 0354 it was agreed that it was resolved to pay back pay to all leavers during the financial year of 2021/22.

**0360. MATTERS OF REPORT ARISING FROM THE MINUTES NOT OTHER INCLUDED ON THE AGENDA: 0352.** i)Wessex Reserve – no update. Filton Community Association – No update

**0361. PUBLIC PARTICIPATION:** i) Residents raised concern that their objections had not been taken into consideration when recommending approval for an application in Branksome Drive and the request for the application to be referred to committee had been declined. Filton South Glos Councillors were also not happy with the process and would support and complaint made.

The issue of the saturation of HMO's was discussed and it was felt that other information could be available to officers ie. those that don't pay council tax could potentially be living in unregistered student accommodation.

ii)Road Surfacing in Filton was discussed and residents were encouraged to attend South Glos full council meeting.

iii)A resident raised a complaint regarding the unbearable noise during works to an adjoining property. The resident was advised that the decisions regarding planning applications and HMO's rests with South Glos Council. Building Control would be informed regarding noise levels.

**0362. INTERNAL AUDIT REPORT** was discussed and it was requested that the actions were covered off and reported back to the June meeting.

**ACTION FTC Office**

**0363. REPORTS FROM COMMITTEES, WORKING GROUPS AND THE TOWN CLERK:**

i) **Planters-** FTC Ground Teams had requested permission to carry on hand making the planters. It was confirmed that the planters would not encroach onto the Active Nation boundary and that the cost of these would be coded to Capital expenditure. It was proposed, seconded and agreed nem.com to progress with the project.

ii)**Flag Pole** – The Town Clerk reported that concern on erecting the pole had been raised by the maintenance manager and therefore quotes and timescales had been sought. The pole could be erected in time for the Queen's Jubilee however this would be more costly.

It was proposed, seconded and resolved to place the order to erect the flag with the supplier which had submitted the cheapest quote but would not be able to carry out the work in the next 10-12 weeks and in the meantime continue investigating for a local contractor that might be able to carry out the work earlier. Vote: 8 For, 2 Against, 1abstention.

iii) **Annual Meeting/Annual Assemble** due to staff holidays it was requested that the meetings be brought forward to 17<sup>th</sup> May 2022 – this was agreed nem.com

**0364. Fly Tipping** it was reported that fly tipping had been taking place from properties in Gayner Road into Millenium Green. It was agreed to write to all properties and advised them that further action will be taken should the problems persist

**Press and public being excluded the meeting moved to part 2**

**0365. Contract Update :** The Town Clerk advised that the contracts were currently going between solicitors and should be ready for signing soon.

**0366. Staffing Committee** Minutes of the meeting held 1<sup>st</sup> February 2022 were noted.

**Chair Closed the Meeting 8.10pm**



# Friends of Filton Millennium Green

Inaugural committee Meeting 08/03/22

Present: Dan Pope, Amanda Pope, Eve Zychowicz, Andy Robinson, Neil Gokani, Hannah Morley, Chris Dinsmore, Keith Allen, Julie Lanfear, Nigel de Bray, Johanna Barton

## Agenda

1. Introductions
2. Andy Robinson explains the council funding
3. Open discussion on what park users would like from the space
4. Discussion/voting on prioritising these requests
5. AOB
6. Dan Pope to summarise and then feedback to FTC

## Forming committee:

Members: Those present

Chair: Dan Pope

Vice chair: Nigel de Bray

Liaison with grounds staff: Eve Zychowicz

Treasurer: Neil Gokani

Secretary: Chris Dinsmore

## Open discussion on things people would like to see at the park

Suggestions raised:

- Improved gates, including disability access but barring motorbikes
- Maintenance of bins, benches and paths
- A new path in the shaded area
- Possible path lighting , low level (LED/Solar?) so as not to disturb wildlife
- A water tap
- Wildlife areas and wild flowers
- A potential grant for a dog play course (Amanda Pope and Eve Zychowicz are investigating this)
- Improved drainage at bottom end, gets very boggy
- More wildflower planting
- Enclosed/gated area for young dogs?

- Stronger messaging on picking up litter and no motorbikes
- Wooden bench, open backed, in central area somewhere
- A community notice board

The above list was voted on the most popular four, in order, were:

1. Improved gates
2. Maintenance of paths
3. Lighting
4. Improved drainage

#### **Proposed park-users' activities**

Plant snowdrops/bluebells/wild garlic. An evening around Easter was proposed, date TBA

#### **Next meeting**

A Tuesday evening, in a months' time at The Plough, Filton

(Suggest Tues 12<sup>th</sup> April)

Public Consultation Spreadsheet April 2022

Consultation	Consultation Period	Summary
<p>Filton and Brentry Transport Improvements Consultation</p>	<p>11 Apr 2022 at 17:00 - 18 May 2022 at 23:59</p>	<p>South Gloucestershire Council and Bristol City Council are consulting on proposals to improve walking and cycling routes in Filton and Brentry as well as proposals for relocating two existing bus stops on the A38 to improve traffic flows.</p> <p>These areas are expected to see significant development in the coming years including:</p> <p>The opening of the Brabazon Arena in 2024, delivering a music and entertainment venue</p> <p>The Cribbs Patchway New Neighbourhood (CPNN), which will see a major new mixed use community including the re-development of the Filton Airfield site.</p> <p>South Gloucestershire Council and Bristol City Council are proposing a traffic management system to keep the transport network running smoothly as well as improved walking and cycling routes in the following areas:</p> <p>Charlton Road, between Pen Park Road and Charlton Mead Drive.</p> <p>The A38, between the new CPNN access and the Filton roundabout.</p> <p>Filton Avenue, between the A38 and the A4174 Avon Ring Road.</p> <p>A4174 Avon Ring Road, between Filton Avenue and Concorde Way.</p> <p>Both Bristol City and South Gloucestershire Councils have also declared Climate Emergencies, and have made commitments to Net Zero by 2030. This means investment is needed to make walking, cycling and using public transport easier to encourage people to leave the car at home.</p> <p>In the survey below you will be asked how often you use these transport routes and the extent to which you agree or disagree with the proposals.</p>