



FILTON TOWN COUNCIL

ELM PARK | FILTON | SOUTH GLOUCESTERSHIRE | BS34 7PS

Web: www.filtontowncouncil.gov.uk E-mail: office@filtontowncouncil.gov.uk

FULL COUNCIL

24th April 2025

You are hereby summoned to a meeting of the **FULL COUNCIL** to be held on **Tuesday 29th April 2025 at 7p.m** at Studio 1, Elm Park Leisure Centre, Elm Park, Filton BS34 7PS.

Yours sincerely,

Simon Davies
Town Clerk & RFO
town.clerk@filtontowncouncil.gov.uk
01454 803918

A G E N D A

1. Evacuation Procedures
2. Apologies for Absence
3. Declarations of Interest
 - a. To receive declarations of interest from Councillors on items on the agenda.
 - b. To receive written requests for dispensations for disclosable pecuniary interests.
 - c. To grant any requests for dispensation as appropriate.
4. Exclusion of the press or public (Item 15 d)
5. Public Question Time
6. To approve the minutes of the meeting held 25th March 2025
7. Matters of report arising from the minutes not otherwise covered by the agenda
8. South Gloucestershire Councillor Reports
9. Filton Town Councillor Reports from outside bodies
10. Report from Local Beat Team (*ANNEX A*)
11. Submissions from Members
 - a. **RESOLVE:** To instruct the Town Clerk that a new service provider must be in place and fully operational no later than January 1st 2026 for the operation for the leisure centre.
 - b. **RESOLVE:** Following the Annual Meeting and the creation of the Finance & Scrutiny Committee, within the current financial year this committee will not commit to any additional capital projects without the full support of Filton Town Council. This restriction is to remain in place until the financial year commencing April 2026.
 - c. **RESOLVE:** The Council to investigate the demand and possibility of hosting a first aid course for our partners (community groups like Filton Community Garden, Filton Athletic, etc) with the costs of the course to be split by those attending.
 - d. **RESOLVE:** Filton Town Council notes local schools have been mentioned in data released by the charity 'Everyone's Invited' as having been anonymously named by survivors of sexual abuse during their time at primary school.

- e. **RESOLVE:** The Town Clerk to contact South Gloucestershire Council to ask for clarification on the policies in place regarding sexual abuse in schools, including peer-on-peer abuse, and how these policies are enforced and monitored.

12. NOTE: May Meeting Dates

- a. Staffing Committee – 6th May 2025, 7pm
- b. Finance and General Purposes – 13th May 2025, 7pm
- c. Planning Committee – 20th May 2025, 7pm
- d. Annual Parish Meeting & Annual Meeting – 27th May 2025, 6/7pm

13. RESOLVE: Consider a S137 grant application for community gates around the Charlton Road and Filton Avenue area – application for £2500 (ANNEX B)

14. RESOLVE: To amend the 'Scheme of Delegation' to come into effect from 1st April 2025.

15. RESOLVE: The Town Clerk to secure the services of a locum Clerk to support Council operations for up to 3 months

16. LEISURE CENTRE UPDATE

- a. **NOTE:** The Town Clerk to update the Council on matters relating to the leisure centre
- b. **RESOLVE:** To confirm the appointment of Irwin Mitchell as solicitors acting on behalf of the Council for all matter relating to the leisure centre and associated contracts.
- c. **RESOLVE:** The Town Clerk to use the services of an 'umbrella company' to bring in services of experienced staff to support the ongoing operation of the leisure centre.
- d. **RESOLVE:** The Finance and Scrutiny Committee to prepare an amended budget for financial year 2025 to 2026 to support operating the leisure centre – Amended budget to be submitted to Full Council for consideration.
- e. **RESOLVE:** The Deputy Clerk to work with the 'Asset & Open Spaces' and 'Finance & Scrutiny' Committees to create a list of priority projects for the current financial year within a proposed amended budget, for resolution by Full Council.
- f. **RESOLVE:** The Town Clerk, and a working group of the Chair, Vice Chair, the Chair of Planning and another Councillor; to have the power to determine contract negotiations currently ongoing with Active Nation UK Ltd – including staffing arrangements.