



FILTON TOWN COUNCIL

Minutes of **FILTON TOWN COUNCIL'S – Planning & Climate Meeting** held at 7:00PM on Thursday, 12th of June 2025 – Held at: Filton Town Council Office's Conference Room

PRESENT: Cllrs: J. Baverstock, J. Molloy, D. Boardman.

IN ATTENDANCE: Simon Davies (*Town Clerk*), Robert Hutton (*Deputy Clerk*), Peach Jones (*Town Council Support Officer*)

APOLOGIES: Cllrs: A. Bird (Chair), B. Dewfall, Rachel Tadman (*Planning Consultant.*)

MEETING STARTED AT 7:00PM

01. Apologies for Absence – Noted: Cllrs: Bird and Dewfall.

02. ELECTION OF CHAIR OF PLANNING & CLIMATE COMMITTEE

Item was deferred to the next meeting due to lack of voting members present.

03. ELECTION OF VICE CHAIR OF PLANNING & CLIMATE COMMITTEE

Item was deferred to the next meeting due to lack of voting members present.

04. DECLARATIONS OF INTEREST:

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| a. To receive declarations of interest from Councillors on items on the agenda. | None. |
| b. To receive written requests for dispensations for disclosable pecuniary interests (if any). | None. |
| c. To grant any requests for dispensation as appropriate. | None. |

05. MATTERS OF REPORT NOT OTHERWISE COVERED BY THE AGENDA

PROPOSAL: It was proposed that a working budget be put together with regards to the Planning Consultant to help inform the Planning Consultant's Framework.

06. PLANNING MEETINGS SCHEDULE – ANNEX A

NOTED: The adopted meeting schedule was noted with the Planning & Climate Committee Meetings 21 Day rotation & subsequent meeting dates inserted onto the Agenda.

Cllr Baverstock submits their apologies for Thursday, 3rd & 24th July 2025. Cllr Boardman noted that they may be unable to attend the next meeting on Thursday, 3rd July.

The Town Clerk made councillors aware that it can be possible for Cllr Bird to hold an ad-hoc Planning & Climate meeting in August if requested.

07. CHANGES TO NEIGHBOURHOOD PLAN – [LINK](#)

NOTED: The Town Clerk made councillors aware that the Locality Neighbourhood Planning Support Service can no longer proceed as a result of lack of funding.

08. PREMISES LICENCE APPLICATION [LI25/3879/PREMIS](#) - PEGASUS HOUSE - AEROSPACE AVENUE, FILTON, BS34 7PA (PLAN UNDER THE LICENSING ACT 2003) – ANNEX B

NOTED: Filton Town Council do not hold any objections for the premises to sell alcohol.

09. MONTHLY APPLICATIONS LIST – JUNE 2025

A monthly list was created to run through councillor comments for each planning application.

APPLICATION NUMBER	COMMENT
P25/01140/F	Filton Town Council Support - updating the windows and doors (including internal.) Filton Town Council Object - development of the rear glass extension / reception area, as it doesn't appear in-keeping with the historical character of the building. -It does not appear clearly evident that the building would not be able to function without the rear extension.
DOC25/00137	Noted - Decision left to Planning Offer.
P25/01191/F	Noted – Application has expired.
P25/01061/F	Filton Town Council OBJECT - Parking Survey is nearly out of date. (Includes Pavement Parking -Parking SPD) - Concern of poor quality of life for residents due to single ply roof, general layout of outbuilding with a lack of provisions and amenities.
P25/01095/CLP	Filton Town Council Notes this Planning Application.
P25/01100/CLE	Filton Town Council OBJECTS. -Lack of providing evidence of continued HMO use prior to January 2024 (introduction to article 4) (South Gloucestershire redacted information) - Suggestion for Planning Officer to challenge procedure as this evidence is not available on website.
P25/01137/HH	Filton Town Council OBJECT. -With concern to overshadowing the neighbouring south facing garden of Number 6 .

	-Suggestion for building to be moved 2-3M away from boundary.
P25/01086/CLP	Filton Town Council OBJECTS. -Request for Planning Officer to confirm how this planning application permits in line with Article 4 of HMO use. - Lack of facilities to support tenants quality of life. -No cooking facility.
P25/01119/CLP	Filton Town Council notes this application in support of Councillor Adam Monk's Consultee Comment submitted as Documentation 22/05/2025. ' I fear this is a developer by-passing the established process.'
P25/01144/F	Noted – Application has expired.
P25/01172/F	Noted – Application has expired.
P25/01242/CLP	Filton Town Council Notes and Objects this application. In support of Councillor Adam Monk's Consultee Comment submitted into documentation on 22/05/2025. 'It is beleived that this is someone bypassing the process.' Concerns raised by layout density of the building with overdevelopment of the available land. - Permitted development has been noted. But should be treated as a Full Planning Application.
P25/01243/HH	Filton Town Council Notes and Objects this application. In support of Councillor Adam Monk's Consultee Comment submitted into documentation of Planning App: P25/01242/CLP on 22/05/2025. 'It is believed that this is someone bypassing the process.'

	Concerns raised by layout density of the building with overdevelopment of the available land. - Permitted development has been noted. But should be treated as a Full Planning Application.
P25/01181/F	Filton Town Council Object to this planning application as the proposed development of Annexe goes against the good planning guide. Concerns are raised on the lack of amenities (kitchen) available to tenants. No evidence of plans for the main house submitted for councillors to assess size to consider the adequacy of living space.
P25/00005/MOD	Cllr Baverstock proposed to send to Cllr Monk to take a look at the submitted documentation dated 19/05/2025 (Covering Letter attached). It appears like they're trying to pay using a work-around method. (Paying for the grant once money is being made after development?) It was noted that this Application has been through to committee before & was rejected by everyone.
DOC25/00167	Filton Town Council Notes this application for Discharge of conditions with approval of the development of external lighting + tree planting & recommend that the decision be left to the planning officer.
P25/01122/LB	Filton Town Council Support - updating the windows and doors (including internal.) Filton Town Council Object - development of the rear glass extension / reception area, as it doesn't appear in-keeping with the historical character of the building. -It does not appear clearly evident that the building would not be able to function without the rear extension.
P25/01282/F	This Application for Change of Use is Noted. Filton Town Council are in full support of this application with interest of the supporting Planning Statement

	documentation. '...reinforce economic prosperity, promote research and development, and support education and skills.'
P25/01321/F	Filton Town Council notes and is in full support of this application for Change of Use from (Sui Generis) HMO to a C2 Children's Home. Interest of support raised in the last paragraph of the submitted Planning Statement dated 29/05/2025: 'There is a genuine and demonstrable need for a children's home in this area.... Children and young people in care should be afforded the same choices, chances, and opportunities as their peers.'
P25/01270/HH	Filton Town Council Notes this application with request that a condition must be put into terms that the outbuilding will not be sub-let.

10. PLANNING DECISIONS LIST – JUNE 2025

NOTED: A monthly list was created to bring to councillors attention.

11. DATE OF NEXT MEETING: Thursday, 3rd July 2025 at 7PM.

THE MEETING CLOSED AT 8:25PM