



FILTON TOWN COUNCIL

**Members are hereby summoned to Full Council held on
Tuesday 28th October 2025 at 7.00pm in Studio 1, Elm Park
Leisure Centre, Filton, BS34 7PS**

Apologies for

25th September 2025,

Simon Davies
Town Clerk & RFO
Elm Park, Filton,
South Gloucestershire, BS34 7PS
01454 803918

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This meeting maybe live streamed using link – subject to any technical issues affecting broadcast.

AGENDA

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 (if any).
- c. To grant any requests for dispensation as appropriate.

4. EXCLUSION OF THE PRESS AND PUBLIC

To agree any items to be dealt with after the Press and Public has been excluded from the meeting within the requirements of the Public Bodies (Admission of Meetings Act) as amended 1960, in order that confidential items can be discussed. If a decision is made to exclude, this should be by resolution. Filton Town council Standing Orders 3 (d) – **(item 23) (RESOLVE)**

5. PUBLIC QUESTION TIME

Public speaking time is restricted to 15 minutes in total (up to 5 minutes per speaker) as per Filton Town Council Standing Orders: 3(f) and 3(g). The Mayor will call from those members of the public who indicate a wish to speak.

6. TO APPROVE THE MINUTES FROM THE **FULL COUNCIL** MEETINGS HELD ON 30TH SEPTEMBER 2025 & 6TH OCTOBER 2025 – **(RESOLVE)**
7. MINUTES FROM COMMITTEES OF THE COUNCIL – **(NOTE)**
 - A. **FINANCE & SCRUTINY** HELD ON 14TH OCTOBER 2025
 - B. **ASSETS & OPEN SPACES** HELD ON 21ST OCTOBER 2025
 - C. **PLANNING & CLIMATE** HELD ON 7TH OCTOBER 2025
8. MATTERS OF REPORT ARISING FROM THE MINUTES NOT OTHERWISE COVERED BY THE AGENDA – **(NOTE)**
9. REPORT FROM LOCAL BEAT TEAM
To receive a report from the Filton Beat Team - **(ANNEX A)** – **(NOTE)**
10. SOUTH GLOUCESTERSHIRE COUNCILLOR REPORTS
The Council to receive a report from South Gloucestershire Councillors. – **(NOTE)**
11. RETROFIT WEST PRESENTATION
A presentation on the services Retrofit West provide in partnership with the West of England Combined Authority, and South Gloucestershire Council – **(NOTE)**
12. PRESENTATION BY ELM PARK LEISURE
The Council to receive a presentation by the Business Manager on progress and social media updates since the last Full Council. - **(ANNEX B)** – **(NOTE)**
13. TREE SURVEY QUOTES AND INATURALIST PRESENTATION
The Ecology Ranger to present a report highlighting the 3 quotes for a tree survey and to update the Council on the iNaturalist application (and future associated events):
 - a. To accept the recommendation for the Tree Survey and delegate all future actions relating to the survey to the 'Assets and Open Spaces Committee', including the recommendation to Full Council on any action plan relating to works required (before the end of this financial year) – **(ANNEX G1)**
 - b. The Ecology Ranger to work with the 'Assets & Open Spaces' Committee to trial the 'BioBlitz' for early 2026, with a social media budget of £50 – **(ANNEX G2)** - **(RESOLVE)**
14. COUNCIL PROJECTS OVERVIEW
The Deputy Clerk to deliver an update on current projects underway - **(ANNEX C)** – **(NOTE)**
15. PICKLEBALL AND OTHER SPORTS
To note that the Sports Development Ranger has recently launched the opportunity to play Pickleball in one of the MUGA's.. Initially the court will be 'no charge', however chargeable hour sessions to be launched shortly.
 - a. To delegate the setting of all sports charges for Pickleball and relevant conditions, to the Assets and Open Spaces Committee

- b. The Assets and Open Spaces Committee to report to Full Council on future sports opportunities (and funding) within our open spaces for consideration (including budgeting) by Full Council – **(RESOLVE)**

16. MOTION TO COUNCIL: TEMPORARY SUSPENSION OF THE BUS GATE ALONG FILTON AVENUE

Motion forwarded by the Deputy Mayor and Cllr Harris regarding the bus gate on the Filton Avenue and A4174 interchange:

- a. To engage with South Gloucestershire Council Highways, to seek a suspension of the Filton Avenue Bus Gate from Spring/Summer 2026, for an agreed trial period (until at least 30th June 2027) – with ongoing feedback of the suspension and trial to be assessed by the Full Council.
- b. Leads for the project, from Filton Town Council to be the Deputy Mayor and Cllr Harris - (ANNEX D) – **(RESOLVE)**

17. CHARBOROUGH ROAD DEVELOPMENT

To receive an update from the Town Clerk on the public Q&A session re the Charborough Road development – (ANNEX E) - **(NOTE)**

18. FILTON FESTIVAL TENDER UPDATE

To receive an update from the Deputy Clerk on the status and timelines for both the Filton Festival and Leisure Centre tenders – **(NOTE)**

19. INSTALL THE CHRISTMAS LIGHTS

To approve the quote for installation of the Christmas Lights by South Gloucestershire Council - (ANNEX F) – **(RESOLVE)**

20. PLANNING TRAINING

To agree the proposal for Planning training as discussed in both the 'Planning & Climate' and 'Finance & Scrutiny' Committees - (ANNEX H) – **(RESOLVE)**

21. COMMITTEE MEMBER VACANCIES

To recruit Councillors to Committee vacancies – **(RESOLVE)**

- a. Staffing – 1 vacancy
- b. Planning & Climate – 5 vacancies
- c. Finance & Scrutiny – 1 vacancy
- d. Assets & Open Spaces – 3 vacancies

22. REVIEW OF THE COMMITTEE STRUCTURE

To request the 'Finance and Scrutiny Committee' conduct a review of the current committee structure, including any potential delegated budgetary responsibilities (for implementation after 30th April 2026) – **(RESOLVE)**

23. LEISURE CENTRE TENDER (EXCLUSION OF PRESS AND PUBLIC)

To receive the report from Irwin Michell and consider the recommendations arising from it – (ANNEX I) - **(RESOLVE)**

24. ANY OTHER ITEM THE MAYOR DECIDES IS URGENT

25. DATE OF NEXT FULL COUNCIL MEETING: 25th November 2025. – (NOTE)

Circulation List:

<i>Cllr Tom Mewies – Mayor</i>	<i>Cllr Brian Mead – Deputy Mayor</i>	
<i>Cllr John Baverstock</i>	<i>Cllr Alan Bird</i>	<i>Cllr Esther Adjeivi</i>
<i>Cllr Dan Boardman</i>	<i>Cllr Alex Doyle</i>	<i>Cllr Adam Monk</i>
<i>Cllr Dan Harris</i>	<i>Cllr Anne Kenyon</i>	<i>Cllr Susan Milestone</i>
<i>Cllr Julie Molloy</i>	<i>Cllr Ben Dewfall</i>	
<i>Press - Filton Voice</i>	<i>PC Pretlove - Filton Beat Team</i>	
<i>Town Clerk</i>	<i>Deputy Clerk</i>	
<i>Head Ranger</i>	<i>Support Officer</i>	<i>Social Media/Noticeboards</i>