



FILTON TOWN COUNCIL

Minutes of **FILTON TOWN COUNCIL – Assets & Open Spaces Committee** held at 7:00PM on Tuesday, 20th January 2026 – Held at: Filton Town Council Office's Conference Room

PRESENT: Cllrs: J. Baverstock (*Chair*) and T. Mewies

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

APOLOGIES: Cllrs: J. Molloy, A. Kenyon, A. Doyle, A. Monk, S. Milestone

MEETING STARTED AT 7:10PM

01. EVACUATION PROCEDURES – Noted.

02. APOLOGIES FOR ABSENCE – Noted: Cllrs Molloy, Kenyon, Doyle, Monk and Milestone.

03. 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. |

04. EXCLUSION OF THE PRESS AND PUBLIC

RESOLVED: No items were required for exclusion of the press and public, and no members of the press or public were in attendance.

05. TO APPROVE THE MINUTES OF THE ASSETS & OPEN SPACES MEETING HELD ON TUESDAY, 16TH DECEMBER 2025

The minutes of the meeting held on 16th December 2025 were not approved or signed, as the Committee was not quorate.

06. GREEN FLAG AWARD

NOTED: The Park Ranger provided an informal update on progress towards achieving Green Flag Award accreditation (Annex A1 & A2).

Members were advised that the Council has been in correspondence with South Gloucestershire Council's StreetCare Lead, who confirmed that Elm Park has been identified for potential improvements to path access. This includes access to the Multi-Use Surface Track and works to improve equal access for all users, which form part of the Green Flag Award scoring criteria.

Members discussed concerns regarding the logistical challenges of the site, including steep gradients, surface water accumulation, insufficient drainage, and general topographical constraints affecting accessibility and proposed improvement works.

It was suggested that these matters be raised with South Gloucestershire Councillors Adam Monk and Alex Doyle for further insight and support.

The Park Ranger reported that collaborative work will be undertaken with the Ecology Ranger on arboricultural maintenance, including facilitating volunteer opportunities for UWE students studying relevant courses to assist with tree-related works.

Members suggested that undertaking a native grass survey could provide a straightforward opportunity to strengthen the Council's climate change adaptation score.

The Park Ranger informed Members that improvements have been made at Elm Park to address issues relating to dog fouling and cigarette litter, including the installation of appropriate bins and dispensers to mitigate these concerns.

Members recommended improving signposting both within the park and on the Filton Town Council website to raise awareness of the Green Flag Award. This would encourage community engagement, explain the award criteria, and invite constructive feedback to help the Open Spaces Team identify and prioritise areas requiring improvement.

Members noted that Elm Park must achieve a combined overall score of 66 to be eligible for the Green Flag Award. It was further noted that significantly unbalanced scoring across categories may result in the award not being granted.

It was clarified that the Council's intention to improve the blank surfaced lower corner of Elm Park should not adversely affect scoring, as assessment is based on the quality of the management plan and performance against the Green Flag Award criteria.

The Park Ranger provided an overview of recent engagement initiatives aimed at increasing local participation and park usage, including spotting challenges where participants may receive an honesty-based pin badge recognising completion.

Members noted that the Ecology Ranger's first Filton BioBlitz 2026 project commenced on 21st January 2026. The initiative encourages members of the public to register on iNaturalist, contribute to seasonal journaling pages, and upload photographs identifying local wildlife and plant species.

The Open Spaces Team also reported recent discussions with Steve England, who has expressed interest in supporting strategic activities to promote use, exploration, and appreciation of Filton's green spaces, including Elm Park and Millennium Green.

Quotes were presented to Members; however, due to the meeting not being quorate, they were received for noting only.

Councillor Baverstock offered to share contact details for an alternative supplier for pin badges and suggested that designs be commissioned from a professional artist. It was further suggested that AI-generated artwork should not be used for the pin badge designs.

07. COMMUNITY COMPOST HUB

NOTED: Due to the meeting not being quorate, this item could not be formally resolved.

The Committee received a proposal from Cllr Baverstock to establish a Community Compost Hub at Elm Park. It was suggested that further research be undertaken and that contact be made with Thornbury to seek insight into the operation of their existing compost hub.

08. STREET CLEANING AND MAINTENANCE WORK FROM SOUTH GLOUCESTERSHIRE COUNCIL

NOTED: Due to the meeting not being quorate, this item could not be formally resolved.

The Committee considered areas of priority for street cleaning and maintenance works across Filton (Annex B). Members highlighted the unused road adjacent to the Big Yellow Storage building as a significant area of concern due to ongoing fly-tipping.

It was further noted that Conygre Triangle is frequently affected by litter accumulation. The row of shops adjacent to Northville Community Garden has also experienced repeated instances of fly-tipping, as has Gloucester Road North in the vicinity of the commercial waste bins. Members noted that Filton Town Council is seeking to install appropriate bin storage in this location and maintain the area in partnership with South Gloucestershire Council.

Concerns were also raised regarding weed growth in several locations, including the area surrounding Bethany Hall, the vicinity of the Bulldog Public House on Filton Avenue, and around St Andrew's Church.

The Town Clerk advised Members that South Gloucestershire Council is reducing the frequency of street maintenance and de-weeding services. As part of the ongoing devolution process, responsibility for StreetCare within the Filton Ward area is expected to transfer in due course, and Filton Town Council will need to prepare to assume a greater role in service delivery..

09. WATERMARK TOWN STATUS

NOTED: Due to the meeting not being quorate, this item could not be formally resolved.

A brief overview was given by the Deputy Clerk on the Ecology Rangers project detailing how Filton Town Council must do to achieve Watermark Town Status.

Councillor Mewies suggested that this be brought back to the next Full Council Meeting dated for Tuesday, 27th January 2026.

10. FILTON TOWN COUNCIL AND CONYGRE PROJECT TEMPORARY LOGO

NOTED: Due to the meeting not being quorate, this item could not be formally resolved.

The committee received an overview of the proposal to temporarily instate a redesigned logo incorporating a representation of the British Airways Concorde for Filton Town Council to commemorate the 50th year Anniversary of the 1st commercial flight of Concorde, and also a logo for the proposed Conygre Regeneration Project.

The Town Clerk noted that all designs were AI generated for efficiency and inspiration purposes and are likely to be used throughout future documentation and Filton Town Council's representation on future projects and for the new logo to be displayed on our website.

Councillors noted their preferences for simplicity and likeness of the generated designs.

The Town Clerk also noted that a social media post is due to go live on the 21st January 2026 as it will be the 50th year anniversary of the 1st commercial flight of Concorde.

11. FILTON FESTIVAL DATE

NOTED: Due to the meeting not being quorate, this item could not be formally resolved.

The Committee considered proposed dates for the 2026 Filton Festival, taking into account the proximity of other local events, including Bristol Pride scheduled for 11th July.

Members proposed Saturday, 5th July 2026 as the preferred date and recommended that this date be put forward to Full Council for formal approval.

12. BLENHEIM DRIVE PLAY AREA TRANSFER

NOTED: The Committee received a brief update from the Town Clerk regarding the proposed transfer of Blenheim Drive Play Area from South Gloucestershire Council to Filton Town Council.

Members were advised that permission has been granted by South Gloucestershire Council for essential preliminary works to be undertaken in advance of the formal transfer date.

13. GLOUCESTER ROAD NORTH BIN STORAGE

NOTED: The Committee received an update from the Deputy Clerk on the progression of the Gloucester Road North bin storage proposals (Annex E).

Members were advised that South Gloucestershire Council has approved the newly allocated location for the bin storage containers. It was further reported that a portion of funding has been made available to Filton Town Council through a specific grant

arrangement, whereby a proportion of expenditure previously allocated to Christmas activities may be rebated and redirected towards high street improvement works which has contributed to this project in particular.

14. BUS STOP RENAMING

NOTED: The Committee received an update regarding the recent request to rename the bus stop located closest to Elm Park (Annex F). Members were advised that the bus stop name has now been changed from “Filton Police Station” to “Elm Park.”

15. ROUTINE PLAYGROUND INSPECTION COURSE

NOTED: The Committee was informed of a ROSPA Playground Inspection Training Course to be hosted by Filton Town Council on Monday, 16 March 2026 (Annex G). The course will be available to members of the Open Spaces Team and external attendees.

Councillor Baverstock suggested liaising with ‘The Vench’, which manages a small play area at the top of Stoke Park, to ascertain whether they would be interested in attending the ROSPA Playground Inspection Course.

16. DATE OF NEXT MEETING: 17th February 2026 at 7PM.

THE MEETING CLOSED AT 8:10PM