



FILTON TOWN COUNCIL

Minutes of **FILTON TOWN COUNCIL – Assets & Open Spaces Committee** held at 7:00PM on Tuesday 21st of October 2025 – Held at: Filton Town Council Office's Conference Room

PRESENT: Cllrs: T Mewies, A. Doyle, S.Milestone, J. Molloy.

IN ATTENDANCE: Simon Davies (*Town Clerk*), Mark Hoskins (*Head Ranger*), Peach Jones (*Support Officer*)

APOLOGIES: Cllrs: J. Baverstock (*Chair*), A.Kenyon.

MEETING STARTED AT 7:07PM

01. EVACUATION PROCEDURES – Noted.

02. APOLOGIES FOR ABSENCE – Noted: Cllrs Baverstock & Kenyon.

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 declared.

05. TO APPROVE THE MINUTES OF THE ASSETS & OPEN SPACES MEETING HELD ON TUESDAY, 16TH SEPTEMBER 2025
RESOLVED: It was resolved that this item will be deferred to the next Assets & Open Spaces Committee meeting.

06. OVERVIEW OF CURRENT OPEN SPACES PROJECTS IN PROGRESS
NOTED: Due to a technical glitch which lead to the accidental deletion of this item, Councillors received a general overview with updates of active key projects.

Projects covered:

Multi-Use Surface Track (MUST)

- Filton Foxes Cycle Speedway Club have recently changed their visits to the MUST track to be held on Saturdays from 10AM – 12PM.

Gloucestershire Road North Planters

- The Town Clerk gave an update to councillors concerning retail & domestic enforcement battles.
- Ideas surrounding the placement of bins to be stored on the land behind the shops.
- The delivery of Green Screens from South Gloucestershire Council, which will be placed

	behind the Notice Board on Gloucester Rd Thursday, 23 rd October 2025
<u>Restoration of Phone Box</u> Members received a presentation on the work required to restore the phone box on Gloucester Road North.	<u>Gloucestershire Road North Clean-Up</u> - Filton Town Council have been monitoring fly tipping issue that had been developing next to Taylors Estate Agents on Gloucester Road North - Filton Town Council made a joint effort to remove the large amount of fly tipping waste with & South Gloucestershire Council's Street Care Team.
<u>Hedgehog Homes</u> - The Hedgehogs which were found in the Open Spaces Team Storage hut have been re-located in their newly build huts provided by Men-in-Sheds. - The Ecology Ranger has created a map for Council reference along with the placement of trail cameras. For the safety of these wild creatures, it has been agreed not to distribute the plotted locations of the huts.	

07. ALLOTMENT MANAGEMENT - THE SIDINGS ALLOTMENTS (FORMERLY "STATION ROAD")

The supporting presentation of work achieved on Allotment Management to-date was missed as an introduction to this item. The Support Officer agreed to circulate the presentation slides after the meeting for councillor & public reference.

In attendance of this meeting were two plot holders from The Sidings Allotments who gave their views and suggestions on active engagement, enforcement and education.

- A. NOTED:** Councillors noted the additional proposed changes including Plot Re-numbering and Site Renaming.
- B. RESOLVED:** Councillor Members considered the Rent Review Justification Document and approved the proposal to increase the yearly rent fee for a Full-Size plot from £67.00 to £80.00 & a Half-Size plot from £37.00 to £45.00, to commence on the tenancy renewal date of 29th October 2025, including an introductory administration fee of £10 for new tenants only which will commence from 1st April 2026.
- C. NOTED:** Councillors noted the Tenant Consultation feedback on the Version 2 of the refreshed allotment Tenancy Agreement and noted the informed action points to strengthen the clauses highlighted from the tenant consultation into Version 3.
- D. RESOLVED:** Members reviewed, discussed and adopted the revised Version 3 Tenancy Agreement for use at The Sidings Allotments following plot holder consultation.

08. WESSEX RFCA AGREEMENT

Committee members considered a proposal from Wessex RFCA to extend the term from 15 years to 30 years, following confirmation that they have secured funding to expand activities at the site.

RESOLVED: That the Committee agrees in principle to extend the term to 30 years, subject to the inclusion of a 15-year break clause to safeguard against any unforeseen investment issues.

09. ELM PARK LEISURE COMPLIANCE

NOTED: Councillors were given an overview of the recently received leisure centre compliance document, which was needed to fulfil a part of the audit and as a part of Filton Town Council's working contract.

10. RESTORATION OF PHONE BOX AT GLOUCESTER ROAD NORTH

NOTED: This Item was lightly covered in the Project Overview (Item 6) by the Town Clerk. Committee members received a presentation from the Head Ranger who gave councillors an update regarding the work required to restore the phone box, the update presentation also included two out of three quotes.

11. CRIME REDUCTION SURVEYS

NOTED: Committee members reviewed crime reductions surveys undertaken by Avon and Somerset Police, for both sites of Elm Park and Northville Community Garden.

12. DATE OF NEXT MEETING: 18th November 2025 at 7PM.

THE MEETING CLOSED AT 8:10PM