



FILTON TOWN COUNCIL

Members are hereby summoned to the Annual General Meeting of Filton Town Council to be held on Tuesday 27th May 2025 at 7.00pm

Tuesday 20th May 2025

Simon Davies
Town Clerk & RFO
Elm Park, Filton,
South Gloucestershire, BS347PS
01454 803918

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www.filtontowncouncil.gov.uk

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

AGENDA

1. Evacuation Procedures

2. Apologies for Absence

3. Election of Mayor of Filton

4. Election of Deputy Mayor

5. 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

6. Exclusion of the Press and Public (RESOLVE)

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).

7. 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.

8. To approve the minutes of the Full Council meeting held on Tuesday 29th April 2025 (RESOLVE)

9. Matters of report arising from the minutes not otherwise covered by the Agenda

10. Report / Consultations from Organisations (NOTE)

- a. Beat Team Report - Annex A
- b. South Gloucestershire Councillor Reports
- c. Filton Town Councillor Reports from Outside bodies (if any)

11. Annual Schedule of Meeting Dates June 2025-May 2026 (RESOLVE) – Annex B1 and B2

12. To approve and adopt (RESOLVE)

- a. Filton Town Council Standing Orders (May 2025) - Annex C1
- b. Filton Town Council Financial Regulations (May 2025) - Annex C2
- c. Filton Town Council Scheme of Delegation (May 2025) - Annex C3

13. Policies & Procedures for approval

- a. Update regarding all policies & procedures (NOTE) – Annex D
- b. Approve the Media & Social Media Policy (RESOLVE) – Annex E

14. Submissions from members

15. Reports and Minutes from Committees and the Town Clerk (NOTE)

- a. Finance & General Purposes
- b. Planning Committee
- c. Staffing Committee
- d. Town Clerk

16. Appointment of Committee members (RESOLVE)

- a. **Finance & Scrutiny** Committee (9 members)
- b. **Planning & Climate** Committee (9 members)
- c. **Open Spaces & Assets** Committee (9 members)
- d. **Staffing** Committee (6 members)

18. To agree representatives to outside bodies (RESOLVE)

17. Any other item the Mayor decides is urgent

18. Date of next Meeting

- TBC

19. Leisure Centre Update

Circulation List:

<i>Town Clerk</i>	<i>Deputy Clerk</i>	<i>Support Officer</i>
<i>Locum Clerk</i>	<i>Chair Tom Mewies</i>	<i>Cllr Brian Mead</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 Sue Milestone</i>
<i>Cllr Julie Molloy</i>	<i>Cllr Ben Dewfall</i>	<i>Press - Filton Voice</i>
<i>PC Pretlove - Filton Beat Team</i>		