



FILTON TOWN COUNCIL

Minutes of **FILTON TOWN COUNCIL'S – Full Council Meeting** held at 7:00PM on Tuesday 29th of July 2025 – Held at: Studio 1, Elm Park Leisure Centre, Filton, Elm Park, Bristol, BS34 7PS

PRESENT: Cllrs: T Mewies (*Chair & Mayor*), B. Mead (*Deputy Mayor*), J. Baverstock, A. Bird, D. Boardman, B. Dewfall, A. Doyle, D. Harris, S. Milestone, J. Molloy, E. Adjeivi.

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

APOLOGIES: Cllrs: A. Monk & A. Kenyon.

MEETING STARTED AT 7:05PM

01. EVACUATION PROCEDURES – NOTED.

02. APOLOGIES FOR ABSENCE – NOTED: Cllrs Monk & 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 declarations raised.

05. PUBLIC QUESTION TIME: With no public in attendance and no declarations raised, it was agreed to move onto the next item.

Public Question Time ended : 7:08PM.

06. TO APPROVE THE MINUTES FROM THE FULL COUNCIL MEETING HELD ON 24TH JUNE 2025 – RESOLVED: Minutes were accepted as an accurate record.

07. DRAFT MINUTES FROM THE STAFFING, FINANCE & SCRUTINY, PLANNING & CLIMATE, AND ASSETS & OPEN SPACES COMMITTEES

- I. **STAFFING MEETING** HELD ON 1ST JULY 2025
- II. **FINANCE & SCRUTINY** HELD ON 8TH JULY 2025
- III. **ASSETS & OPEN SPACES** HELD ON 17TH JUNE 2025
- IV. **PLANNING & CLIMATE** HELD ON 3RD & 24TH JULY 2025

NOTED: The chair advised that if councillors have any questions, to send them in to the Town Clerk.

08. MATTERS OF REPORT ARISING FROM THE MINUTES NOT OTHERWISE COVERED BY THE AGENDA – NOTED: Cllr Mewies requested an update regarding any response from Speller Metcalfe to the Council's proposal. The Town Clerk advised that no response had been received and that the building issues remain unresolved. It was further noted that

navigating this matter has been challenging, given the need to maintain a constructive working relationship.

09. LEISURE CENTRE PROGRESS

Filton Town Council received a presentation from the Leisure Centre Business Manager providing an update on recent progress.

NOTED:

- Comparative figures were presented on recurring revenue, total monthly income (including hirer revenue), and overall performance.
- A marketing drone video showcasing the Leisure Centre facilities was shared; this will shortly be published on Parkwood Leisure's Elm Park Leisure Centre website and social media channels.
- The appointment of a new Operations Manager was confirmed, to strengthen team structure and support delivery of targets.
- Regular meetings between the Business Manager and the Town Clerk have been scheduled.

In response to councillor's questions, the Business Manager confirmed that no progress has yet been made towards offering elderly-focused classes similar to those available in Patchway; however, this will be explored further with the Town Clerk.

Councillors raised a recent public complaint regarding new pool supervision rules (adult-to-child ratios). The Business Manager explained that these measures follow recognised health and safety best practice.

10. COUNCIL PROJECTS OVERVIEW

NOTED: The Deputy Clerk delivered an update on current projects underway comprising of:

• Rooftop Security Improvements Additional security measures regarding rooftop access were installed and completed on the 1st July 2025.	• Utilising Parish Online Filton Town Council were previously utilising a 3-month trial of this online plotting tool. Members of the Finance and Scrutiny Committee approved to apply for the full version on the 8th July 2025.	• Filton Festival Feedback & Roadmap to Filton Festival 2026 The Town Clerk suggested a Working Group to form over August to inform the tender for next year's Summer Festival which will be submitted to the next Finance & Scrutiny Committee.
• Leisure Centre Compliance Latest documentation shared through Parkwood Leisure to Filton Town Council & safely stored. Meetings and updates prior to each Assets & Open Spaces Committee Meeting.	• Circus Arrival at Elm Park Stay duration: Mon, 21st July – Sun 3rd August 2025	• Multi-Use-Short-Track (MUST) launch with Filton Foxes Speedway Club Launch took place the day of Filton Festival on the 6th July 2025. A club noticeboard will be arriving shortly to display bookings. Discussions to take place between Deputy Clerk and Club manager regarding managing bookings and future events.

• Station Road Allotments Update Team Collaboration effort with the Open Spaces team undertaking inspections and maintenance, Support Officer chasing plot holders of neglected plots and working waiting list. Deadline to complete work the end of August 2025.	• Northville Community Garden Intent with a plan to rejuvenate the area targeting issues of abandoned cars, rubbish and overgrowth.
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11. HEDGEHOG STREET & HOTELS

NOTED: The Ecology Ranger provided an update on the project as part of ongoing work to support habitat preservation and biodiversity. A detailed project plan was presented, outlining current challenges facing hedgehogs and the benefits of supporting their habitation.

Key actions reported included:

- Removal of rubber flaps from kissing gates to improve accessibility and create clear wildlife corridors.
- Designation of grass areas left uncut in line with the *No Mow May* initiative.
- Collection of raw materials for use as log piles and bug hotels to enhance biodiversity and food sources.
- Registration with the national Hedgehog Street campaign, giving access to resources to be shared via council notice boards and social media.
- Engagement with the community woodworking group *Men in Sheds*, with six hedgehog huts requested for construction and future distribution.

The Ecology Ranger also advised that an Ecology Trail dedicated to hedgehogs and other wildlife is planned, with additional biodiversity areas under development at Elm Park and Millennium Green.

The Ranger also addressed questions from councillors, including outreach to local schools, and gave guidance on simple steps residents can take in their gardens to support hedgehog populations.

12. COMMITTEE MEMBER VACANCIES

Council considered the vacancies on its Committees and appointed further members.

RESOLVED:

- **Planning & Climate Committee** - (3 vacancies remain).
- **Finance & Scrutiny Committee** - Cllr A. Doyle was appointed. (2 vacancies remain).
- **Assets & Open Spaces Committee** - Cllr S. Milestone was appointed. (2 vacancies remain).

13. VEXATIOUS POLICY

RESOLVED: The Council approved by vote the '*Vexatious Complaints Policy*', designed to address persistent and repetitive complaints.

Councillor A. Doyle asked whether the Finance & Scrutiny Committee had proposed any amendments or comments on the draft policy. The Town Clerk confirmed that no changes had been suggested and clarified that the general handling of complaints is set out within the main Complaints Policy. Matters relating to the Code of Conduct remain under the jurisdiction of the Monitoring Officer at South Gloucestershire Council, rather than Filton Town Council.

14. REPORT FROM LOCAL POLICE TEAM

NOTED: Council received the written report from the Filton Beat Team. The Neighbourhood Constable was unable to attend the meeting to take questions.

The report highlighted:

- Ongoing anti-social behaviour at Abbeywood Retail Park, primarily linked to youths around McDonalds and nuisance vehicles, with PCSOs continuing regular patrols.
- Patrols around Elm Park following complaints of nuisance bikes; recent graffiti incidents are being monitored with input from the counter-terrorism team.
- Community engagement activities, including school fetes at Filton Hill and Shield Road schools, and a Talk to Us event held on 11th July at the leisure centre, with the next scheduled for 8th August.
- A planned “week of action” in early August focusing on e-bikes and scooters.
- Crime statistics for July 2025 (up to 23rd July), showing 65 reported offences compared with 77 the previous month and 92 in June 2024. Six arrests had been made in the last 28 days covering 12 offences. Burglary offences continue to fall, while theft (15 offences, 4 of which were shoplifting), violence against the person (18 offences), and public order offences (13) remain the most reported categories.

It was further noted that an incident of indecent exposure due to a drunk and disorderly individual occurred in Elm Park’s Children’s play park area. Police arrested a suspect who was interviewed and released under investigation pending further decision.

The Town Clerk confirmed that Filton Town Council had provided CCTV footage of the incident in the play park to assist the police investigation.

15. DOG BIN UPDATE REPORT

NOTED: The Deputy Clerk to presented councillors with an update on the recent events transpired in Millennium Green regarding one of the dog bins.

- Between 11:30am on 14th July and 9:30am on 15th July, a dog bin was vandalised, removed from its position, and thrown into a tree.
- The Open Spaces Team reinstalled and concreted the bin the same day, but it was removed again the following day.
- Investigation revealed the bin had been reinstalled on the RFCA Cadets site, causing confusion. Entry had been gained via a hole in the boundary fence. Quotes are now being sought to repair the fence.
- The bin was reinstalled on 22nd July and, as of the date of the meeting, remains in place.

16. GENERAL POWER OF COMPETANCE RENEWAL

RESOLVED: Council agreed by vote to renew the General Power of Competence from May 2023.

17. USE OF OFFICIAL EMAIL ACCOUNTS BY COUNCILLORS

NOTED: Councillors were advised of forthcoming requirements under *Assertion 10* of the *AGAR 2025/26*, which comes into effect from 31st March 2026. Assertion 10 requires councils to demonstrate compliance with digital and data protection duties, including ensuring that all councillors and staff use authority-owned email accounts rather than personal addresses for council business.

- Councillors must transition from personal to official council email accounts, with a transition deadline of 30th September 2025 to ensure compliance.
- The Clerk will liaise with the IT service provider to confirm continued support for councillors’ official accounts and any related IT requirements.

18. LOCAL 'YARN BANKSY'

NOTED: Council received a report from the Support Officer on the work of a local community member, known as the "Yarn Banksy," who has been installing creative knitted and crocheted designs in Elm Park, Filton.

Recent projects have included:

- The Crochet Bike Project, featuring Wallace & Gromit.
- Decorative coverings on the wooden vehicle defence posts along the path between the play park and leisure centre, including a cactus, rainbow post, and knitted snake.

The Yarn Banksy developments were featured in the Council's page of the monthly, independent community magazine Filton Voice.

The individual also remains in communication with the Council, with respect for approval and suggestions for future designs. Ideas include collaborative summer projects, some linking to local school activities, and the potential organisation of a "Yarn Amnesty" to encourage residents to donate spare yarn and crochet fabric for use in installations

Council welcomed the initiative as a positive contribution to community spaces and creativity.

19. ANY OTHER ITEM THE MAYOR DECIDES IS URGENT

Nothing was declared.

20. DATE OF NEXT MEETING: Tuesday, 30th September 2025 at 7PM.

THE MEETING CLOSED AT 8:52PM