



Minutes of **FILTTON TOWN COUNCIL'S – Full Council Meeting** held at 7:00PM on Tuesday 27th January 2026 – Held at: Studio 1, Elm Park Leisure Centre, Filton, Elm Park, Bristol, BS34 7PS

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

IN ATTENDANCE: Simon Davies (*Town Clerk*), Robert Hutton (*Deputy Clerk*), Peach Jones (*Town Council Support Officer*) & Daniel Thomas (*Park Ranger*), Jacob Gough (*Deryncoch Production Manager*), Simon Fitton (*YTL Technical Planning Director*), Robert Orgill (*Rolls-Royce Property Manager*), Simon Powell (*Rolls-Royce Programme Executive Strategic Operations*).

APOLOGIES: Cllrs: A. Bird, D. Boardman, A. Monk, A. Doyle, A. Kenyon & B. Dewfall.

NON-ATTENDANCE: None.

MEETING STARTED AT 7:05PM

01. EVACUATION PROCEDURES – NOTED.

02. A MINUTES SILENCE TO MARK INTERNATIONAL HOLOCAUST MEMORIAL DAY

Council observed a minute's silence to mark International Holocaust Memorial Day, commemorating the victims of the Holocaust and reaffirming a commitment to oppose hatred, prejudice, and discrimination.

03. APOLOGIES FOR ABSENCE – NOTED: Cllrs Bird, Boardman, Monk, Doyle, Kenyon & Dewfall.

04. DECLARATIONS OF INTEREST:

01. To receive declarations of interest from Councillors on items on the agenda.

Cllr Mewies declared themselves as a shareholder at Rolls Royce.

02. To receive written requests for dispensations for disclosable pecuniary interests (if any).

None.

03. To grant any requests for dispensation as appropriate.

None.

05. EXCLUSION OF THE PRESS AND PUBLIC

RESOLVED: No declarations were raised to exclude any items from the press and public.

06. PUBLIC QUESTION TIME

RESOLVED: With no public in attendance and no questions from the press, it was agreed to move onto the next item.

Public Question Time ended : 7:20PM.

07. TO APPROVE THE MINUTES FROM THE FULL COUNCIL MEETING HELD ON 25TH NOVEMBER 2025

RESOLVED: The minutes were accepted as an accurate record.

08. MINUTES FROM COMMITTEES OF THE COUNCIL

NOTED:

- A. FINANCE & SCRUTINY** HELD ON 9TH DECEMBER 2025 AND 13TH JANUARY 2026
- B. ASSETS & OPEN SPACES** HELD ON 16TH DECEMBER 2025 AND 20TH JANUARY 2026
- C. PLANNING & CLIMATE** HELD ON 2ND AND 16TH DECEMBER 2025 AND 6TH JANUARY 2026

The chair advised that if councillors have any questions regarding previous minutes of the other committees, to send them in to the Town Clerk.

09. MATTERS OF REPORT ARISING FROM THE MINUTES NOT OTHERWISE COVERED BY THE AGENDA

NOTED: The Town Clerk advised that an informal meeting has been requested with South Gloucestershire Council's Street Care Team to assess the potential impact of the suspension of the Filton Avenue bus gate. A meeting date is awaited, and work on this matter is ongoing.

10. REPORT FROM LOCAL BEAT TEAM

NOTED: Councillors received a written report from the Filton Beat Team. It was noted that PC Lyons will be taking over as neighbourhood constable from PC Pretlove in February 2026 and has already established positive contact with the Council.

11. PRESENTATION BY ELM PARK LEISURE

NOTED: A presentation was given by Callum Martin, Acting Contract Manager, providing a Q4 2025 performance update for Elm Park Leisure, including membership growth, staffing stability, compliance works, and completed maintenance improvements

Councillors' questions focused on the employment of class instructors, which was confirmed to be primarily self-employed, and on the continued positive and stable growth in group exercise classes.

Member retention figures were requested, and it was agreed that detailed data will be presented at a future meeting.

The contract manager exited the meeting at 7:25PM

12. FILTON FESTIVAL PRESENTATION

NOTED: A presentation was delivered by Jacob Gough, Production Manager at Deryncoch, outlining the initial concept for Filton Festival 2026, themed "Up, Up and Away!" to reflect Filton's aviation heritage and the Concorde anniversary.

The presentation set out the proposed programme development, including indicative music acts, family activities, site layout, scheduling, sponsorship opportunities, and an initial budget overview. It was emphasised that the programme is aspirational and indicative only, with further refinement subject to availability, costings, and operational considerations.

Councillors queried whether the music acts listed were provisional and raised concerns regarding a previously contracted band. Mr Gough confirmed that all acts shown are indicative only. Discussion took place on maintaining a 70s musical influence, with flexibility through the use of cover bands to appeal to a wider audience.

Concerns were also raised regarding the range of food, drink, and market stalls, reflecting feedback from the 2025 Festival survey. Mr Gough confirmed these matters will be addressed in the next planning stage.

Mr Gough advised that the next phase will focus on contractor, supplier, and vendor availability, and the preparation of costings and quotations. Filton Town Council can expect a more developed programme within 4 to 6 weeks, including consideration of production logistics and due diligence requirements.

The production manager exited the meeting at 7:35PM

13. BRABAZON PRESENTATION

NOTED: The Council received a presentation from Simon Fitton, Technical Planning Director at YTL, providing an update on the Brabazon development.

The presentation outlined progress over the past three years, including planning permission for 6,500 homes, three schools, student accommodation, and hotel provision. An overview of the masterplan for the former Filton Airfield was provided, including proposals for a city green, retail plaza, and building heights.

Updates were given on transport infrastructure, including plans for the M4 MetroBus to serve the site from April 2026, future rail services operating at two trains per hour by the end of 2026, and wider connectivity improvements.

It was noted that approximately 400 homes have been completed, the Spitfire Community Hub is now open, and further commercial development is planned, including a new Waitrose store and parking facilities. Brabazon Park will be delivered as a major green space within the next three years.

Mr Fitton responded to councillors' questions regarding project timelines, hotel use, and safety considerations, confirming that risk mitigation is being addressed and that further updates will be provided as the development progresses.

The technical planning director exited the meeting at 8:00PM

14. ROLLS ROYCE REGENERATION PROJECTS

NOTED: The Council received a presentation from representatives of Rolls-Royce regarding proposed regeneration and future development at the Filton factory campus.

The presentation outlined plans for new engine production, investment in advanced manufacturing technology (including large-scale 3D printing), and workforce changes, with employment at the site expected to increase to approximately 4,000 staff. Phase 1 proposals include MOD-funded research and technology facilities.

Cllr Mead exited the meeting at 8:20PM.

It was noted that the Rolls-Royce Bristol site has achieved net-zero status in its operations and is working collaboratively with neighbouring parishes on sustainability initiatives. The representatives confirmed their willingness to provide further updates and engage on future planning matters.

Potential interest was also expressed in supporting Filton Festival 2026.

Cllr Mead returned to the meeting at 8:25PM.

The Rolls-Royce representees exited the meeting at 8:30PM.

15. SPECIAL EXPENSES RATE 2026-2027

A proposal to absorb the Special Expenses Rate (SER) within the Town Council's budget from 2026–2027 onwards, subject to South Gloucestershire Council's review of the SER with a view to its abolition (Annex E).

The Town Clerk presented the proposal, explaining that absorbing the SER would result in no separate SER charge being applied to Filton residents' Council Tax bills and would mean residents paying less for council services than in the previous financial year, despite projected increases to the SER if applied separately.

RESOLVED: That the Council approve the absorption of the Special Expenses Rate into the 2026-2027 budget.

16. PUBLIC WORKS LOAN BOARD BORROWING 2026-2027

An *in-principle* proposal to borrow from the Public Works Loan Board (PWLB) during the 2026-2027 financial year, comprising:

- Up to £500,000 towards the Conygre Project (working title); and
- Up to £300,000 towards the Skateboard Park refresh.

Each loan would be repaid over 20 years, with an estimated combined repayment of £48,000 per annum.

The Town Clerk presented the proposal and advised that the Finance & Scrutiny Committee shall oversee the application process during the next financial year, with a view to making a final recommendation to Full Council on formal borrowing and repayment terms, in line with Standing Orders and relevant financial legislation. Subject to approval, delegated authority would be granted to manage the drawdown and allocation of funds following a successful application (Annex F).

RESOLVED: That the Council approve the proposal in principle.

17. BUDGET 2026-2027

The proposed Budget for the 2026-2027 financial year, including delivery of projects and initiatives, as recommended by the Finance & Scrutiny Committee (Annex G).

The Town Clerk presented the budget, advising that headings had been restructured for greater clarity and transparency for councillors and the public, while retaining all figures. The proposed budget includes expenditure of approximately £2.3 million and income of approximately £1.3 million, supported by grants, loans, hiring income, and allotments.

It was noted that the Council Tax precept for Band D would increase by 2.99% (£9.35) for 2026- 2027, with indicative planning for a further 3.00% increase in 2027-2028. This reflects Filton's Council Tax band structure and ensures the Council remains slightly above its minimum reserve level.

Key priority projects within the budget include the Conygre Project, stability of the Leisure Centre, and the Skateboard Park refresh, alongside continued service delivery across all Council areas.

In response to a query, the Town Clerk clarified that Filton Cemetery is maintained by Stoke Park and Cheswick Parish Council, as it lies outside the Filton parish boundary.

RESOLVED: That the budget for the 2026-2027 financial year be approved.

18. PRECEPT 2026-2027

The proposed Precept for the 2026-2027 financial year, including the approved budget, associated borrowing, and delivery of Council projects, as recommended by the Finance & Scrutiny Committee (Annexes H and H2).

The Town Clerk presented the report, outlining the Council Tax Base information provided by South Gloucestershire Council and the resulting impact on Council Tax bands. The proposed precept reflects a 2.99% increase at Band D, equating to a Band D charge of £321.68, and supports the delivery of the approved 2026-2027 budget and associated capital projects

It was confirmed that, subject to approval, South Gloucestershire Council would be formally notified of the agreed precept in accordance with the Local Government Finance Act 1992.

RESOLVED: That the Precept for the 2026-2027 financial year be set at £1,041,600 (ONE MILLION, FORTY-ONE THOUSAND, SIX HUNDRED POUNDS), and that South Gloucestershire Council be formally notified accordingly.

19. GREEN FLAG AWARD UPDATE

NOTED: The Council Park Ranger (Danny Thomas) provided an update on progress towards achieving Green Flag Award accreditation for Elm Park (Annex I).

It was noted that the Green Flag Award operates in partnership with Keep Britain Tidy. Progress has been made against the Park Management Plan criteria, with further actions identified to improve scoring ahead of submission.

The application deadline is 2nd February 2026, with judging expected to take place in the Summer of 2026.

20. SOUTH GLOUCESTERSHIRE COUNCILLOR REPORTS

NOTED: A verbal update was given on behalf of Cllr Monk by the Town Clerk, advising that there were no updates at this time, with further information expected to be reported at the February meeting.

21. CITIZENS ADVICE SOUTH GLOUCESTERSHIRE REPORT

A report from Citizens Advice South Gloucestershire on advice sessions delivered at FACE, funded by Filton Town Council, following a six-month trial period (Annex J).

The Deputy Clerk presented the report, highlighting that the service supported 77 Filton residents across multiple advice channels, with 35 residents attending face-to-face sessions at FACE. It was noted that the average cost per user was approximately £58, with significant financial outcomes achieved for residents during the trial period.

RESOLVED: That the Council agree to continue the contract for a further three months, with delegated authority to the Town Clerk to negotiate a longer-term contract, to be brought back to Full Council for approval.

22. WATERMARK TOWN STATUS

A report outlining the requirements for achieving Watermark Town Status, promoting sustainable water use and environmental responsibility (Annex K).

The report was presented by the Deputy Clerk on behalf of the Ecology Ranger, who was unable to attend. It was noted that achieving Watermark Town Status would involve committing to awareness-raising activities and delivering practical actions to improve water

efficiency, reuse, and sustainability across the town, in partnership with community groups and stakeholders.

RESOLVED: That the Council approve and support the proposal to work towards achieving Watermark Town Status.

RESOLVED: All councillors agreed that the meeting continue beyond 9:00pm in order to consider the remaining items on the agenda.

23. CHRISTMAS ACTIVITIES

NOTED: This item was not considered due to time constraints.

24. FILTON TOWN COUNCIL AND CONYGRE PROJECT NEW TEMPORARY LOGO

Proposed temporary logo designs to commemorate the 50th anniversary of Concorde's first commercial flight and to support branding for the proposed Conygre Regeneration Project (Annex M).

The Town Clerk presented a range of AI-generated logo options. Councillors discussed the accuracy of the Concorde depiction and noted that, while British Airways colours are historically associated with the aircraft, the logo need not replicate those colours for Filton Town Council's purposes. It was clarified that the logos are intended as temporary digital representations.

RESOLVED:

- That Design 2 (a simplified aircraft above two lines with *Filton Town Council* text beneath) be adopted for general Council use across services and documentation.
- That the green shield and aircraft design labelled *Conygre Regeneration – by Filton Town Council* be adopted for the Conygre project.

25. COMMITTEE MEMBER VACANCIES

The recruitment of councillors to fill existing committee vacancies:

- a. Planning & Climate Committee - 5 vacancies
- b. Assets & Open Spaces Committee - 4 vacancies

In the interim, a nomination was made for the Town Clerk to act as a contributing (non-voting) member of both committees to support continuity of work.

RESOLVED: That the Town Clerk be appointed as a contributing member to both the Planning & Climate Committee and the Assets & Open Spaces Committee.

26. ANY OTHER ITEM THE MAYOR DECIDES IS URGENT

NOTED: Nothing was declared.

27. DATE OF NEXT MEETING

NOTED: Tuesday, 24th February 2026 at 7PM.

THE MEETING CLOSED AT 9:09PM