



# FILTON TOWN COUNCIL

Minutes of **FILTON TOWN COUNCIL'S – Full Council Meeting** held at 7:00PM on Tuesday 25<sup>th</sup> November 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*), A. Bird, D. Boardman, D. Harris, B. Dewfall, J. Molloy, S. Milestone, A. Monk.

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

**APOLOGIES: Cllrs:** J. Baverstock, A. Doyle & A. Kenyon.

**NON-ATTENDANCE: Cllrs:** E. Adjeivi.

## MEETING STARTED AT 7:00PM

### 01. EVACUATION PROCEDURES – NOTED.

### 02. APOLOGIES FOR ABSENCE – NOTED: Cllrs Baverstock, Doyle & Kenyon.

### 03. DECLARATIONS OF INTEREST:

- |                                                                                                 |       |
|-------------------------------------------------------------------------------------------------|-------|
| 01. To receive declarations of interest from Councillors on items on the agenda.                | None. |
| 02. To receive written requests for dispensations for disclosable pecuniary interests (if any). | None. |
| 03. To grant any requests for dispensation as appropriate.                                      | None. |

### 04. EXCLUSION OF THE PRESS AND PUBLIC

**RESOLVED:** No declarations to exclude any items were raised.

### 05. PUBLIC QUESTION TIME

**NOTED:** Two members of the Filton Community Garden attended to raise several matters of concern.

Representatives reported that membership and volunteer numbers within the Filton Community Garden remain low despite recent efforts to increase participation.

The group held its AGM on 22<sup>nd</sup> November 2025 and expressed interest in being considered for a Filton Town Council Community Award. They also requested that Cllr Baverstock continue to serve as the Council's representative for their committee.

Concerns were raised about drug-related activity occurring at Elm Park, which is discouraging public use of the area.

Issues were also highlighted regarding the shared pedestrian and cycle path near the Community Garden, where electric scooters and cyclists have been observed travelling at unsafe speeds, posing a risk to pedestrians.

**RESOLVED:** Cllr Boardman confirmed that the Council is aware of these issues, including illegal access by dirt bikes, and is working with South Gloucestershire Council on the

possible installation of kissing gates at park entrances (similar to those at Millennium Green) to deter such activity.

The Town Clerk advised that reports and CCTV evidence of illegal activity are being passed directly to the local police (PC Pretlove), who have responded promptly to incidents.

It was noted that the police had responded swiftly to the incident of public indecency in the children's play park which occurred July this year and encouraged continued public vigilance and reporting of similar concerns.

The Town Clerk added that Filton Town Council is liaising with Elm Park Leisure Centre to arrange more frequent police engagement sessions and Talk-to-Us events in 2026, providing opportunities for residents to speak directly with the Filton Beat Team.

Upcoming sessions were noted for Friday, 28<sup>th</sup> November (5:30-6:30pm) and Wednesday, 17<sup>th</sup> December (10:00-11:00am) at Elm Park Leisure Centre Café.

Public Question Time ended : 7:20PM.

**06. TO APPROVE THE MINUTES FROM THE FULL COUNCIL MEETING HELD ON 28<sup>TH</sup> OCTOBER 2025**

**RESOLVED:** The minutes were accepted as an accurate record.

**07. MINUTES FROM COMMITTEES OF THE COUNCIL**

**NOTED:**

**A. FINANCE & SCRUTINY** HELD ON 11<sup>TH</sup> NOVEMBER 2025

**B. ASSETS & OPEN SPACES** HELD ON 18<sup>TH</sup> NOVEMBER 2025

**C. PLANNING & CLIMATE** HELD ON 18<sup>TH</sup> NOVEMBER 2025

**NOTED:** The chair advised that if councillors have any questions, to send them in to the Town Clerk as this item is only for noting.

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

**NOTED:**

**• 27 Gloucester Road North – Planning Application**

Cllr Bird requested an update on the planning application for 27 Gloucester Road North and whether the committee decision had been formally deferred.

Cllr Monk confirmed that the application had been referred to committee by ward members before the deadline; however, due to a procedural error by South Gloucestershire Council, the decision was issued incorrectly. A legal challenge is being submitted to have the decision quashed, enabling the application to return to committee for lawful determination. This aligns with correspondence confirming that a pre-action process has begun to overturn the decision.

The deadline for submitting legal paperwork is 3<sup>rd</sup> December 2025.

In response to a query from Cllr Boardman, it was confirmed that South Gloucestershire Council is expected to cover any associated costs, as the error occurred on their part.

**• Filton Avenue Bus Gate – Update Request**

Cllr Mead asked whether South Gloucestershire Council had responded to the Town Council's request regarding the temporary suspension of the Filton Avenue Bus Gate, as resolved at the previous Full Council meeting.

The Town Clerk advised that no response has yet been received but confirmed that the Council will follow up and allow a further period for South Gloucestershire Council to reply.

**09. REPORT FROM LOCAL BEAT TEAM**

**NOTED:** Councillors received a written report submitted from the Filton Beat Team. PC Pretlove was unable to attend this meeting to address any questions or concerns, however, councillors were advised by the Town Clerk to submit these into Filton Town Council to forward on to the Filton Beat Team should there be anything to submit.

**10. SOUTH GLOUCESTERSHIRE COUNCILLOR REPORTS**

**NOTED:** Cllr Monk provided an update on South Gloucestershire Council's recent Community Safety Survey and outlined ongoing work relating to the Tackling Inequalities Plan 2024-28 and the (South Glos) Council Plan 2024-28.

It was reported that the authority is facing a budget shortfall of approximately £27,000 per 1 million residents, and that planning for the next two to three budget cycles is underway. Some unpopular changes may be required as part of these budget decisions.

Headline announcements on the forthcoming budget and related measures are expected on 26<sup>th</sup> November 2025, with further details to follow.

**11. PRESENTATION BY ELM PARK LEISURE**

**NOTED:** Council received a presentation by the Business Manager on progress and social media updates from Elm Park Leisure since the previous update given at the last Full Council Meeting.

**12. COUNCIL PROJECTS OVERVIEW**

**NOTED:** The Deputy Clerk provided an update on current Council projects. A summary of the items presented is set out below.

| Project / Area                           | Update Summary                                                                                                                                                                                                                                                                                                                                                                                                                       |
|------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>World's Largest Poppy</b>             | Completed on the 7 <sup>th</sup> November 2025 by the Open Spaces Team. It was noted that measurements equaled to 22 metres by 22 meters at it's widest and tallest point and was manually painted by hand. It was also featured on BBC Bristol's Social Media and shown on BBC Points West Television.                                                                                                                              |
| <b>Gloucester Road North Waste Issue</b> | Ongoing investigation into a rogue bin; removal will be arranged if ownership unconfirmed. Waste issues at nearby businesses noted; enforcement limited due to inadequate bin storage. Meeting to be arranged with planning/funding teams at South Gloucestershire to explore a long-term storage solution.                                                                                                                          |
| <b>Wonderful Windows Trail</b>           | The Town Council Support Officer worked with FACE to deliver Filton Town Council's participation in the creative window display event, which took place between the 14 <sup>th</sup> & 17 <sup>th</sup> November. The window displays took several days to make out of glue, tape, black card and colorful soft tissue. The two window designs were erected in the Council Office windows and stood at around 3M tall and 1.3M wide. |
| <b>Land Grading Project</b>              | The Deputy Clerk and Head Ranger plan to progress grading of Council-managed land across five categories (amenity grass, pocket park potential, planting areas, decorative greenery, and benign spaces).                                                                                                                                                                                                                             |
| <b>Christmas Programme</b>               | Preparations are presently underway, regarding the agreed dedicated £10,000 Christmas budget from the previous Finance & Scrutiny Committee: Christmas decorations (park, tree, café and offices) as a join effort between the Park Ranger and Support Officer. Community Christmas events                                                                                                                                           |

|  |                                                                                                                                                                                                                                                                                                                         |
|--|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|  | (Children's Party by FTC, Vulnerable Young Families Party, Senior Citizens Party hosted by FACE), festive pool sessions (TBC with Elm Park Leisure Centre). Mayoral Christmas cards, Christmas Tree Festival, to be conducted by the Support Officer and a post-Christmas tree shredding service by the Ecology Ranger. |
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### 13. COMMITTEE MEMBER VACANCIES

To recruit Councillors to Committee vacancies:

- a. Planning & Climate – 5 vacancies
- b. Assets & Open Spaces – 3 vacancies

**RESOLVED:** Cllr Monk to join as a member of the Assets & Open Spaces Committee.

### 14. MOTION TO COUNCIL: COMMUNITY SPEEDWATCH

A proposal for a motion was submitted by Cllr To set-up and fund a 'Community Speedwatch' for Filton, in accordance with the scheme operated by the Avon & Somerset Constabulary', with a budget of £500 (from Reserves).

**RESOLVED:** In Cllr Doyle's absence, Cllr Monk proposed the formation of a volunteer Community Speedwatch team, working in partnership with Filton Police, to collect speed data and support future lobbying to South Gloucestershire Council for highway safety improvements. - The motion was carried and **approved** by vote.

#### **NOTED:**

- Councillors agreed that this would be a positive initiative and discussed the possibility of an official survey following initial data collection.
- The Town Clerk advised that Filton Town Council would take further action only once the volunteer group is established.
- Based on previous experience, the Town Clerk recommended formal training for volunteers and noted that SID (Speed Indicator Device) units, costing around £500, are often shared or rented between parishes.
- Additional information will be required before any funding commitments are made.

### 15. UPDATE ON COUNCILLOR'S STATEMENT OF ASSURANCE CHAMPIONS CIVILITY AND RESPECT

**RESOLVED:** Councillors received a report outlining the purpose and requirements of the NALC Councillor's Statement of Assurance, which forms part of the national effort to promote civility, respect, and positive conduct within local councils.

All councillors present signed the Statement of Assurance at the meeting. The form confirms each councillor's personal commitment to respectful behaviour, adherence to the Code of Conduct, and participation in required training, as set out in the statement.

Council staff agreed to circulate the form to the remaining councillors who were not in attendance, to ensure all members sign and return the Statement as part of best practice.

### 16. FILTON FESTIVAL TENDER UPDATE

**NOTED:** The Deputy Clerk provided an update on the current progress and timelines for both the Filton Festival and Leisure Centre tenders.

The Town Clerk confirmed that the first review of the Filton Festival tender submissions will take place at the next Assets & Open Spaces Committee meeting, with three proposers to be considered at the January meeting.

**17. CHRISTMAS FUND UPDATE**

**NOTED:** This item was previously covered within item 12's Council Projects Overview.

**18. MARKETS**

**RESOLVED:** The Town Clerk reported that several businesses have expressed interest in holding Christmas markets either inside the Elm Park Leisure Centre main hall or in outdoor areas within Elm Park.

Councillors were asked for their views on continuing this initiative in future years and agreed that quotes should be obtained, including the option of a market trail in January 2026. The use of the Outdoor Multi-Use-Games-Area (MUGA) or Multi-Use-Short-Track (MUST) areas was also noted as a potential opportunity for a market space.

The motion to proceed with exploring these options was approved by vote, with the expectation that further queries may follow regarding budget requirements.

**19. ANY OTHER ITEM THE MAYOR DECIDES IS URGENT**

**NOTED:** Nothing was declared.

**20. DATE OF NEXT MEETING**

**NOTED:** Tuesday, 27<sup>th</sup> January 2026 at 7PM.

***THE MEETING CLOSED AT 8:35PM***