



FILTON TOWN COUNCIL

**Members are hereby summoned to the Meeting of the
Planning & Climate Committee
to be held on Tuesday 23rd September 2025 at 7.00pm at Filton Town
Council's Conference Room, Elm Park, Filton, BS34 7PS**

18th September 2025,

Simon Davies
Town Clerk & RFO
Elm Park, Filton,
South Gloucestershire, BS34 7PS
01454 803918

town.clerk@filtontowncouncil.gov.uk
www.filtontowncouncil.gov.uk

AGENDA

1. **Evacuation Procedures**
2. **Apologies for Absence**
3. **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.
4. **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).
5. **To approve the minutes of the Planning & Climate Committee meeting held on 5th & 26th August 2025 – (RESOLVE)**
6. **Monthly Planning Applications and Decisions List September 2025 - (ANNEX A) – (RESOLVE)**

<u>P25/02031/CLE</u> 30 Tenth Avenue Filton BS7 0QH	<u>P25/02033/CLP</u> 607 Filton Avenue Horfield BS7 0QH
<u>P25/02050/F</u> 59 Cropthorne Road Filton BS7 0PT	<u>P25/02080/F</u> 75 Conygre Road Filton BS34 7DD

<u>P25/02105/CLP</u> 55 Wades Road Filton BS34 7EB	<u>P25/01701/F</u> Land North And South Of The Henbury Loop Railway Line At The Former Filton Airfield
<u>P25/02123/CLP</u> 8 Hollyleigh Avenue Filton BS34 7QU	<u>P25/02039/F</u> Rolls Royce Plc Rolls Royce Site Gloucester Road North Filton BS34 7QE

7. **South Gloucestershire Council's List of Planning Applications - Circulated Schedules**
Councillors to review the List of Planning Applications and other proposals submitted to be determined by the director of environment and community services. – (NOTE)
 - a. Circulated Schedule no. 35/25 dated 29/08/2025 - (ANNEX B1)
 - b. Circulated Schedule no. 36/25 dated 11/09/2025 - (ANNEX B2)
 - c. Circulated Schedule no. 38/25 dated 19/09/2025 - (ANNEX B3)

8. **Proposed Edits to South Gloucestershire Council's Houses in Multiple Occupation (HMO) SPD - Draft Document September 2025 – (ANNEX C)**
Members to note and discuss the Supplementary Planning Document (SPD).– (RESOLVE)
 - a. Councillors to discuss the implications of the proposed edits and guidance in the draft SPD, with particular attention to the Filton area (including existing Article 4 Directions in Filton).
 - b. Councillors to resolve on any amendments to be forwarded to South Gloucestershire Council regarding the proposed edits.

9. **Planning Consultant Report - Legally Applying for a Town Green – (ANNEX D)**
Councillors to review the investigation report provided by the Planning consultant, regarding the possibility of legally applying for a 'Village/Town Green' status concerning Northville Community Garden. in relation to reducing 'damage' to the Green. – (NOTE)
 - a. Northville Community Garden works update (Assets & Open Spaces) – (ANNEX D2) – (NOTE)
 - b. To resolve on any actions resulting from the Planning Consultant's report. – (RESOLVE)

10. **Planning Training to be provided by the Planning Consultant – (NOTE)**
 - a. Dates to be agreed between all parties. – (RESOLVE)

11. **Land off Charborough Road – Aequus Developments Drop-in Session - P24/01249/F - (ANNEX E) – (NOTE)**
Councillors to receive an update on the Community Drop-in Session regarding the land off Charborough Road.

12. **Consultation response to the A38 Braemar Avenue Northville Road Roundabout Safety Scheme - (ANNEX F) – (NOTE)**

13. **The formal response to South Gloucestershire Council's Pharmaceutical Needs Assessment (PNA) Survey by 23:59 31 Aug 2025 - (ANNEX G) – (NOTE)**

14. The Carbon Literacy Project - Town Council Toolkit training National Association of Local Councils (NALC) Campaign - (ANNEX H)

To decide whether to adopt Carbon Literacy training for councillors and key officers and authorise procurement/scheduling. – **(RESOLVE)**

- a. Agree in principle that Filton Town Council adopts the Carbon Literacy Parish & Town Council Toolkit training for all councillors and relevant officers;
- b. Delegate to the Clerk to obtain costed options for accredited delivery and certification (and proposed dates) within the existing training budget and report back to the next meeting;
- c. Appoint two Member “Carbon Literacy Champions” to monitor pledged actions and bring forward a simple post-training action plan.

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

16. Date of next Planning & Climate Meeting: Tuesday, 7th October 2025.

Circulation List – Members		
<i>Cllr Alan Bird (Chair)</i>	<i>Cllr John Baverstock (Vice Chair)</i>	<i>Cllr Dan Boardman</i>
<i>Cllr Julie Molloy</i>	<i>Cllr Tom Mewies</i>	<i>VACANCY</i>
<i>VACANCY</i>	<i>VACANCY</i>	<i>VACANCY</i>
<i>Town Clerk</i>	<i>Support Officer</i>	<i>Planning Consultant</i>

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