



FILTON TOWN COUNCIL

Minutes of **FILTON TOWN COUNCIL'S – Planning & Climate Meeting** held at 7:00PM on Tuesday, 2nd December 2025 – Held at: Filton Town Council Office's Conference Room, Elm Park, Filton BS34 7PS.

PRESENT: Cllrs: A. Bird (*Chair*)

IN ATTENDANCE: Peach Jones (*Council Support Officer*)

APOLOGIES: Cllrs: Rachel Tadman (*Planning Consultant*), D. Boardman, J. Molloy, S. Milestone.

MEETING STARTED AT 7:00PM

01. EVACUATION PROCEDURES – Noted.

02. APOLOGIES FOR ABSENCE – Noted Cllrs: Boardman, Molloy, Milestone.

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

With no public in attendance and no declarations for exclusion of any Agenda items raised, it was agreed to move onto the next item.

05. TO APPROVE THE MINUTES OF THE PLANNING & CLIMATE COMMITTEE HELD ON 18TH NOVEMBER 2025

RESOLVED: As this meeting did not go ahead due to the number of apologies received, it was decided that this item will be deferred until the next meeting.

06. MONTHLY APPLICATIONS LIST – DECEMBER 2025

A monthly list was created to view and consider each application individually and for councillors to form comments for each planning application.

APPLICATION NUMBER	COMMENT
<u>P25/02641/CLE</u> 113 Mackie Road Filton BS34 7NB	Filton Town Council objects to this application. No tenancy documentation has been submitted to support the claim of continued lawful use as a six-person HMO, which prevents the Council from properly assessing the proposal. In addition, the property does not appear on the South

	Gloucestershire HMO Map, despite the applicant's assertion that it is operating as a six-person HMO. The Council considers that insufficient evidence has been provided to demonstrate lawful use..
<u>P25/02642/F</u> The Cornerstone 100 Gloucester Road North Filton BS34 7PF	Filton Town Council objects to this application. The proposal provides only two on-site parking spaces, whereas a minimum of three spaces would be expected for a six-person HMO. The Council notes that surrounding streets are subject to double yellow line restrictions, leaving no realistic opportunity for on-street parking. Furthermore, the proposed on-site parking arrangement relies on tandem parking, which is likely to cause access and usability issues for residents.
<u>P25/02613/F</u> Land At Airbus UK Ltd New Road Filton BS34 7QS	Filton Town Council submits a neutral comment. The Council requests confirmation from the Lead Local Flood Authority and Drainage Officer that the siting of three modular buildings for a temporary period will not have a detrimental impact on drainage or the River Trym.
<u>P25/02533/F</u> Natwest 4 Church Road Filton BS34 7BL	Filton Town Council supports this application and raises no objection.
<u>P25/02706/F</u> 46 Kipling Road Filton BS7 0QR	Filton Town Council objects to this application. Members note that this is the third planning application submitted for the property within the year, and consider that it confirms the applicant's intention to intensify the use of the site to form an eight-bedroom HMO. The Council is concerned that: • No up-to-date parking survey has been provided to demonstrate that parking demand can be adequately accommodated. • The proposed eighth bedroom is located within the existing garage, requiring the occupant to access the main dwelling for cooking and laundry facilities, which is considered an unacceptable standard of accommodation.

- 07. SOUTH GLOUCESTERSHIRE COUNCIL'S LIST OF PLANNING APPLICATIONS - CIRCULATED SCHEDULES NOVEMBER 2025**
- a. Circulated Schedule no. 48/25 dated 28/11/2025
RESOLVED: As this meeting did not go ahead due to the number of apologies received, it was decided that this item will be deferred until the next meeting.
- b. Circulated Schedule no. 48/25 - Notification to Councillors.
RESOLVED: Councillors received the Circulated Schedule of Planning Applications provided by South Gloucestershire Council.
- 08. SOUTH GLOUCESTERSHIRE LOCAL PLAN REG 19 NEWS**
RESOLVED: As this meeting did not go ahead due to the number of apologies received, it was decided that this item will be deferred until the next meeting.
- 09. GUIDANCE ON HIGHWAY IMPROVEMENTS**
RESOLVED: As this meeting did not go ahead due to the number of apologies received, it was decided that this item will be deferred until the next meeting.
- 10. PLANNING TRAINING TO BE PROVIDED BY THE PLANNING CONSULTANT**
RESOLVED: As this meeting did not go ahead due to the number of apologies received, it was decided that this item will be deferred until the next meeting.
- 11. MATTERS OF REPORT ARISING FROM THE MINUTES NOT OTHERWISE COVERED BY THE AGENDA**
NOTED: None.
- 12. DATE OF NEXT MEETING:** Tuesday, 16th December 2025 at 7PM.

THE MEETING CLOSED AT 7:00PM



FILTON TOWN COUNCIL

Minutes of **FILTON TOWN COUNCIL'S – Planning & Climate Meeting** held at 7:00PM on Tuesday, 16th December 2025 – Held at: Filton Town Council Office's Conference Room, Elm Park, Filton BS34 7PS.

PRESENT: Cllrs: A. Bird (*Chair*)

IN ATTENDANCE: Simon Davies (*Town Clerk*) Robert Hutton (*Deputy Clerk*)

APOLOGIES: Cllrs: Peach Jones (*Council Support Officer*), Rachel Tadman (*Planning Consultant*), D. Boardman, J. Molloy, S.Milestone.

MEETING STARTED AT 7:00PM

01. EVACUATION PROCEDURES – Noted.

02. APOLOGIES FOR ABSENCE – Noted Cllrs: Boardman, Molloy and Milestone.

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

With no public in attendance and no declarations for exclusion of any Agenda items raised, it was agreed to move onto the next item.

05. TO APPROVE THE MINUTES OF THE PLANNING & CLIMATE COMMITTEE HELD ON 18TH NOVEMBER & 2ND DECEMBER 2025

RESOLVED: As this meeting did not go ahead due to the number of apologies received, it was decided that this item will be deferred until the next meeting.

06. MONTHLY APPLICATIONS LIST – DECEMBER- JANUARY 2025

A monthly list was created to view and consider each application individually and for councillors to form comments for each planning application.

APPLICATION NUMBER	COMMENT
<u>DOC25/00398</u> Car Park Land At Airbus UK Ltd New Road Filton	Filton Town Council notes this application with a neutral stance and raises no objection.
<u>P25/02706/F</u> 46 Kipling Road Filton BS7 0QR	Filton Town Council objects to this application on the following grounds: 1. The Council considers this proposal to represent incremental intensification

(<u>P25/02706/F</u> 46 Kipling Road Filton BS7 0QR)	through multiple applications submitted within a short period. Members request that the application be assessed against the condition and use of the property as it stood in 2024, prior to these changes. 2. Only one on-site parking space is shown, whereas an eight-bedroom HMO would ordinarily require four spaces. No robust parking survey has been provided, and previous surveys are considered inadequate as they were undertaken outside peak university term time. 3. The proposed use of the existing garage as Bedroom 8 has not demonstrated compliance with structural, insulation, heating, or energy efficiency requirements for habitable accommodation, including the absence of an EPC meeting the minimum MEES standard of Band E, as required under the South Gloucestershire HMO SPD (2021). 4. It has not been demonstrated that the kitchen facilities are sufficient to serve the increased number of occupants, contrary to South Gloucestershire HMO room size and amenity standards (2018). 5. The total communal living space proposed (23.71m²) falls below the required 24m² minimum for eight occupants. While marginal, the Council considers this failure to meet minimum standards unacceptable. 6. The separation of the proposed garage bedroom from communal facilities, requiring occupants to cross the garden to access shared spaces, is considered incompatible with good quality housing standards, particularly during winter months. 7. No adequate bin storage provision has been shown, contrary to HMO guidance requirements.
<u>P25/02784/HH</u> 52 Mackie Grove Filton BS34 7NF	Filton Town Council supports this application. However, Members request that future permitted development rights for hip-to-gable or dormer roof extensions are removed by condition, in order to protect the character of the street scene and prevent incremental overdevelopment.

	Filton Town Council supports this application and raises no objection.
<u>P25/02693/F</u> 42 Mayville Avenue Filton BS34 7AB	Filton Town Council objects to this application for the following reasons: 1. The submitted parking surveys are out of date and no longer reflect current on-street parking conditions, including the introduction of new parking restrictions. 2. A significant number of spaces previously identified in the surveys are now unavailable or unsuitable, resulting in a clear shortfall in parking capacity for the proposed increase in occupancy. 3. The Council does not consider the proposal to be exempt from Biodiversity Net Gain (BNG) requirements due to the cumulative impact of development on the site. As a minimum, Members request a condition requiring green roofs to the proposed outbuilding, bin store, and cycle store to support biodiversity. 4. In line with South Gloucestershire environmental policy, the Council requests a condition requiring an increase to four EV charging points to reflect the increased occupancy. Members also note that existing EV charging requirements under a previous permission have not been met, which may constitute grounds for refusal and/or enforcement action.
<u>P25/02804/F</u> Rolls Royce Plc Rolls Royce Site Gloucester Road North Filton BS34 7QE	Filton Town Council supports this application. Given the temporary nature of the structure, Members request that a condition be imposed requiring a clear plan for recycling or repurposing the structure at the end of its operational life, in line with sustainability objectives.
<u>P25/02828/F</u> 27 Gloucester Road North Filton BS7 0SQ	Filton Town Council objects to this application and confirms that all previous objections and comments submitted in relation to this site remain unchanged and should be fully taken into account as part of the determination of this application. The Council further notes that this proposal follows a procedural error by South Gloucestershire Council, whereby a decision notice was issued prematurely before the application was lawfully

	considered by Planning Committee. This error has been formally acknowledged and has resulted in a legal challenge to quash the decision. In light of this, Filton Town Council emphasises that the application must be determined by Planning Committee in full compliance with due process, and that no further premature determination should occur.
<u>P25/02867/PNH</u> 179 Lower House Crescent Filton BS34 7DL	Filton Town Council submits a neutral comment but requests consideration of a green roof to mitigate the loss of garden space and support Biodiversity Net Gain.
<u>P25/02868/ADV</u> Unit 5 The Shield Retail Centre Link Road Filton BS34 7BR	Filton Town Council supports this advertisement application. Members request that a condition be applied to restrict illumination to the opening hours of the business , in order to minimise light pollution, protect visual amenity, and reduce energy consumption.
<u>P25/02871/ADV</u> Unit 13B The Shield Retail Centre Link Road Filton BS34 7BR	Filton Town Council supports this advertisement application. Members request that a condition be applied to restrict illumination to the opening hours of the business , in order to minimise light pollution, protect visual amenity, and reduce energy consumption.

07. SOUTH GLOUCESTERSHIRE COUNCIL'S LIST OF PLANNING APPLICATIONS - CIRCULATED SCHEDULES DECEMBER 2025

a. Circulated Schedule no. 50/25 dated 18/12/2025

RESOLVED: As this meeting did not go ahead due to the number of apologies received, it was decided that this item will be deferred until the next meeting.

b. Circulated Schedule no. 50/25 - Notification to Councillors.

RESOLVED: Councillors received the Circulated Schedule of Planning Applications provided by South Gloucestershire Council.

08. SOUTH GLOUCESTERSHIRE LOCAL PLAN REG 19 NEWS

RESOLVED: As this meeting did not go ahead due to the number of apologies received, it was decided that this item will be deferred until the next meeting.

09. GUIDANCE ON HIGHWAY IMPROVEMENTS

RESOLVED: As this meeting did not go ahead due to the number of apologies received, it was decided that this item will be deferred until the next meeting.

10. PLANNING TRAINING TO BE PROVIDED BY THE PLANNING CONSULTANT

RESOLVED: As this meeting did not go ahead due to the number of apologies received, it was decided that this item will be deferred until the next meeting.

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

NOTED: None.

12. DATE OF NEXT MEETING: Tuesday, 6th January 2026 at 7PM.

THE MEETING CLOSED AT 7:00PM