



FILTON TOWN COUNCIL

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

PRESENT: Cllrs: A. Bird (*Chair*), D. Boardman, J. Molloy.

IN ATTENDANCE: Peach Jones (*Council Support Officer*) Rachel Tadman (*Planning Consultant*)

APOLOGIES: Cllrs: J Baverstock & T.Mewies (*Mayor*).

MEETING STARTED AT 7:10PM

01. EVACUATION PROCEDURES – Noted.

02. APOLOGIES FOR ABSENCE – Noted Cllrs: Baverstock & Mewies.

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 23RD SEPTEMBER 2025

RESOLVED: The minutes of the above Planning & Climate committee meetings were approved as an accurate record.

06. MONTHLY APPLICATIONS LIST – OCTBER 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>DOC25/00302</u> 2 Gloucester Road North Filton BS7 0SF	Filton Town Council notes this application with a neutral stance.
<u>DOC25/00291</u> Former Filton Airfield Filton	Filton Town Council notes this application with a neutral stance.
<u>P25/00786/RM</u> Land Adjacent To Residential Phase 2 Eastern Boundary Former Filton Airfield	Filton Town Council notes this application with a neutral stance.
<u>P25/02163/F</u>	Filton Town Council objects to the proposal due to concerns about

Land At Filton College North Side Filton BS34 7AT	overlooking and loss of privacy for nearby residential properties. Councillors suggest that windows should instead face towards the college rather than towards neighbouring homes. If this change in orientation is not feasible, the Council recommends: • Applying a frosted finish to the windows, or • Installing high-level windows (minimum 6ft above floor level), or • Requiring a condition that blackout blinds are fitted and used from dusk onwards. Additionally, if the building is not temporary, the Council objects unless a maximum 3-year life span is imposed.
<u>DOC25/00309</u> Land At The Former Filton Runway Filton	Filton Town Council notes this application with a neutral stance.
<u>LI25/6713/STM</u> Mobile Street Trader - Thornbury Perk	Filton Town Council notes this application with a neutral stance.
<u>P25/02305/F</u> 607 Filton Avenue Horfield BS7 0QH	Filton Town Council objects to this application. The property is located in an area with an existing HMO concentration of 11.3%, which exceeds the recommended 10% threshold. The property sits between an existing HMO and a residential dwelling, further contributing to the over-concentration of HMOs in this area. The Council also notes that there is a related application (Ref. No: P25/02033/CLP) currently pending consideration for the erection of a hip-to-gable extension, installation of a rear dormer, and three roof lights to the front elevation to facilitate a loft conversion, as well as the installation of front and rear driveways. Councillors have expressed concern that, if both applications are approved, this could intensify the use of the property and further impact the character and balance of the local housing mix. In addition, the Council wishes to highlight discrepancies in the South Gloucestershire HMO Percentage Map, as not all known or

	historic HMOs appear to be recorded. Filton Town Council believes that all licensed HMOs should be accurately represented on this map to provide a true reflection of local conditions. The Council therefore recommends that South Gloucestershire Council refuse this application and monitor the related proposal (P25/02033/CLP) closely for potential cumulative impact.
<u>P25/02303/CLP</u> 668A Southmead Road Filton BS34 7RD	Filton Town Council objects to this application, as councillors feel it represents development on an already developed site and detracts from the original 1930s character of the street. The proposed roof extension may appear overly dominant and out of keeping with neighbouring homes, with possible overlooking and loss of privacy. The Council is concerned that this could set an undesirable precedent for further overdevelopment in the area.
<u>P25/02220/RM</u> Parcel C1A On Land At Brabazon Former Filton Airfield Gloucester Road North	Filton Town Council wishes to raise concerns and seek clarification on several aspects of this proposal. Councillors noted that the pedestrian crossing and bridge area on the left-hand side of the submitted plans is unclear due to dark shading, making it difficult to understand how safe pedestrian movement will be maintained across the site. The Council also queries pedestrian priority and safety, particularly given the high volume of vehicle movements expected from the shopping centre and car park. Councillors request that a full traffic flow demonstration and assessment be provided to show that the development will not increase congestion or create further highway safety issues. Additionally, the Council recalls that YTL previously made a commitment to share a parking scheme demonstrating how overspill parking pressures would be managed. Filton Town Council requests that this be reviewed and reaffirmed as part of the current application.

NOTED: A monthly list was created for councillors attention on outcome of decisions made by South Gloucestershire Council.

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

NOTED: Councillors took note of the Circulated Schedules of various Planning Applications provided by South Gloucestershire Council.

a. NOTED: Circulated Schedule no. 39/25 dated 26/09/2025

Members raised concerns about the increasing parking pressures related to application P25/01061/F - 15 Fourth Avenue, as highlighted in the Circulated Schedule. It was agreed that this matter should be referred to Councillors Adam Monk and Alex Doyle for further consideration. Members also noted that the council should continue to monitor this issue.

b. NOTED: Circulated Schedule no. 40/25 dated 03/10/2025

08. 99 NORTHVILLE ROAD – PLANNING ENFORCEMENT INVESTIGATION

NOTED: Councillors received an update on results following from the report on the waste issue and planning breach regarding 99 Northville Road. It was last requested for an enforcement visit to be made to the address subject to Housing in Multiple Occupation (HMO) breaches and a growing waste issue at the front of the property. South Gloucestershire Council's Planning Enforcement team have sent confirmation of a planning enforcement investigation following an additional enforcement complaint from one of the joint councillors of Filton Town Council and South Gloucestershire Council.

09. PROPOSED EDITS TO SOUTH GLOUCESTERSHIRE COUNCIL'S HOUSES IN MULTIPLE OCCUPATION (HMO) SPD - DRAFT DOCUMENT SEPTEMBER 2025

Councillors were asked to note and discuss the Supplementary Planning Document (SPD)

a. NOTED: Councillors strongly support the clarification on page 12 to the inclusion of small HMO area's covered. Members also wish to request an amendment on page 16 regarding adjacent properties being considered to be any property that shares any part of another property boundary. It was also raised that in relevance to page 24, it was requested that a key part of the documents submitted for consideration towards any planning application should include a dedicated complaints section.

b. RESOLVED: It was agreed by vote that these comments towards the Draft HMO SPD Document shall be submitted by the Support Officer prior to the consultation deadline of the 26th October 2025.

10. PLANNING APPEAL - 40A CONYGRE GROVE - P25/01086/CLP

RESOLVED: The Planning & Climate Committee reviewed the planning appeal in detail and agreed an additional comment. Members noted that the outbuilding does not appear to be incidental to the main dwelling. They observed that the positioning of the door provides independent access, and the segregated fencing suggests the outbuilding is being used as a separate ancillary unit with a bedsit-style arrangement.

11. PLANNING TRAINING TO BE PROVIDED BY THE PLANNING CONSULTANT

NOTED: The Committee discussed preferred dates by which to hold the planning training in November. It was concluded that holding the provisional date of Wednesday, 26th November should be possible for councillors and council staff to attend.

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

NOTED: None.

13. DATE OF NEXT MEETING: Tuesday, 21st October 2025 at 7PM.

THE MEETING CLOSED AT 9:07PM