



**Members are hereby summoned to a meeting of the
Assets & Open Spaces Committee
to be held on Tuesday 17th March 2026 at 7.00pm at Filton Town Council
Conference Room, Elm Park, Filton BS34 7PS**

12th March 2026

Simon Davies
Town Clerk & RFO
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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 Assets & Open Spaces meeting held on Tuesday, 20th January 2026 – (RESOLVE)**
- 6. Sports Development Ranger Report – (NOTE)**

The Sports Development Ranger to deliver a report, summarising activities and outreach delivered at Elm Park – ANNEX A
- 7. Filton Festival Update – (NOTE)**

The Deputy Clerk to present an update on the progress on the planning of The Filton Festival 2026, including preliminary lineup – ANNEX B
- 8. Community Disc Golf Project at Millenium Green – (RESOLVE)**

The Committee to receive a proposal and report to run Community Disc Golf at Millenium Green – ANNEX C

9. Christmas Tree Lighting – (NOTE)

The Committee to receive an update on condition of the Christmas Lights, and future actions required to make them fully operational. – ANNEX D

10. Community Composting – (RESOLVE)

The Committee to receive a report from the Head Ranger, on a visit to the Community Compost scheme run in Thornbury. The purpose of this, is to demonstrate what would be required to run such a scheme at Elm Park, and for the committee to consider the feasibility of running one. – ANNEX E

11. Street Cleaning and Maintenance work from South Gloucestershire Council – (NOTE)

The Committee to receive a report on progress from Streetcare on areas prioritised for the Council to implement cleaning and maintenance work around Filton. – ANNEX F

12. Conygre Project Update – (NOTE)

The Deputy Clerk to present an update on progress of The Conygre Project, including collaborative work with Filton Hill School and The FACE Charity. – ANNEX G

13. Self-Powered Electric Trailers for Open Spaces Team at Filton Town Council – (RESOLVE)

The Committee to receive a proposal, for what would be the 1st local government developed self-powered trailer for use by the open spaces team. – ANNEX H

14. Tree Survey Results – (NOTE)

The Committee to receive a summary of the results of the tree survey undertaken at Elm Park and Millenium Green and subsequent actions identified by Ecology Ranger. – ANNEX I

15. Learning Difficulties Development Fund Grant Application – (NOTE)

The Committee to receive an update on the Learning Difficulties Development Fund grant application by Filton Town Council, to deliver additional activities at Elm Park Leisure Centre. – ANNEX J

16. Improving High Streets Grant – (NOTE)

The Committee to receive an update on the Creative High Streets Grant, applied for by Filton Town Council to refurbish and repurpose the adopted K6 Phone Box on Gloucester Road North. – ANNEX K

17. April Events – (NOTE)

The Committee to receive a report on events running at Elm Park over the last weekend in April 2026. – ANNEX L

18. Speller Metcalfe Update – (NOTE)

The Committee to note that remedial works have been completed and Speller Metcalfe have been paid their final instalment of payments – ANNEX M

19. Solar Panel Update – (NOTE)

The Committee to receive an update on the solar panels at Elm Park Leisure Centre. – ANNEX N

20. Filton Athletic Meeting – (NOTE)

The Committee to note planned meeting with Filton Athletic to discuss future development of the pitch and requirements of the club. – ANNEX O

21. Tree Planting – (RESOLVE)

The Committee to receive an update on tree planting in Millenium Green, led by The Ecology Ranger with support from students and funding from The Avon Forest Fund. – ANNEX P

22. No Mo May – (RESOLVE)

The Committee to consider whether to facilitate No Mo May in Millenium Green and select other areas, as done on prior years. – ANNEX Q

23. Filton Allotments Growing Contest 2026 – (NOTE)

The Committee to receive an update from The Support Officer, on progress with the Filton Allotments Growing Contest 2026. - ANNEX R

24. Concorde Coins – (NOTE)

The Committee to receive an update on the Concorde 50th Anniversary 50p commemorative coin order, for primary school aged children in Filton. – ANNEX S

25. Friday Traders – (RESOLVE)

The Committee to consider how to offer vendors for both food and beverages, use of the Elm Park grounds as trialled in the Summer of 2025, as well as an Ice Cream Van on weekdays– ANNEX T

26. Date of next Meeting - Tuesday, 21st April 2026 at 7pm.

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Cllr John Baverstock – (<i>Chair</i>)	2 x Cllr <i>VACANCIES</i>
Cllr Tom Mewies – (<i>Vice Chair</i>) / <i>Mayor</i>	Town Clerk
Cllr Alex Doyle	Deputy Clerk
Cllr Julie Molloy	Support Officer
	Head Ranger
Cllr Susan Milstone	Open Spaces Team
Cllr Adam Monk	

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