



Members are hereby summoned to the Meeting of the Planning & Climate Committee to be held on Tuesday 6th January 2026 at 7.00pm at Filton Town Council, Conference Room, Elm Park, Filton, BS34 7PS

1st January 2026,

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 18th November & 2nd December 2025 – (RESOLVE)**
- 6. Monthly Planning Applications List January 2026 - (ANNEX A) – (RESOLVE)**

<u>DOC25/00416</u> Site Off Of Golf Course Lane Filton BS34 7QS	<u>P25/02898/PNH</u> 181 Lower House Crescent Filton BS34 7DL
<u>P25/02872/F</u> Unit 5 The Shield Retail Centre Link Road Filton BS34 7BR	<u>P25/02918/HH</u> 694 Southmead Road Filton BS34 7QT
<u>P25/02908/PNH</u> 9 Hollyleigh Avenue Filton BS34 7QU	<u>P25/02839/O</u> Brabazon At The Former Filton Airfield
<u>P25/02972/CLE</u> 19 Ferndale Road Filton BS7 0RP	

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. 04/26 dated 30/01/2026 - (ANNEX B1)
 - b. Circulated Schedule – Notification To Councillors - (ANNEX B2)
8. **South Gloucestershire Local Plan Reg 19 News – (NOTE)**
Councillors to receive an update that South Gloucestershire Council submitted the Local Plan to the Government's Planning Inspectorate (PINS) under regulation 22 of the Town and Country Planning (Local Planning) (England) Regulations 2012, on Friday, 24th October. Documents relating to the submitted plan are available on the Council's [Local Plan Consultation Website](#).
9. **Guidance on highway improvements – (NOTE)**
Members to note an update from South Gloucestershire Council of an agreed application process for local councils to request particular highway improvements (such as, speed limit, traffic calming, new footways, pedestrian crossings etc). This can be done by visiting the [Request a Highway Improvement Webpage](#). – (ANNEX C)
10. **Marks Out Of Tenancy – HMO & Empty Homes Reporting Service – (RESOLVE)**
Members to receive information regarding Marks Out Of Tenancy's service for identifying unlicensed HMOs and empty homes. Councillors note the update and, if appropriate, agreeing further engagement with the provider following the scheduled introductory meeting. – (ANNEX D)
11. **Planning Training to be provided by the Planning Consultant – (RESOLVE)**
Committee to consider a new date and time which can be met by all relevant councillors and council staff who are able to attend this training and to confirm all provisions are in place in preparation for capturing information.
12. **Matters of report arising from the minutes not otherwise covered by the Agenda**
13. **Date of next Planning & Climate Meeting:** Tuesday, 20th January 2026.

Circulation List – Members		
<i>Cllr Alan Bird (Chair)</i>	<i>Cllr Dan Boardman (Vice Chair)</i>	<i>Cllr Julie Molloy</i>
<i>Cllr Susan Milestone</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>

Circulation List – For Information	
Full Council	Noticeboards
Website	
Filton Voice	



Members are hereby summoned to the Meeting of the Planning & Climate Committee to be held on Tuesday 20th January 2026 at 7.00pm at Filton Town Council, Conference Room, Elm Park, Filton, BS34 7PS

15th January 2026,

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 18th November & 2nd December 2025 – (RESOLVE)**
- 6. Monthly Planning Applications List January - February 2026 - (ANNEX A) – (RESOLVE)**

<u>P26/00004/CLP</u> 21 Rodney Crescent Filton BS34 7AF	<u>P26/00010/RVC</u> 1 Branksome Drive Filton BS34 7EG
<u>P26/00055/HH</u> 12 Rodney Crescent Filton BS34 7AG	<u>P25/02952/F</u> 668A Southmead Road Filton BS34 7RD
<u>P25/02431/F</u> Land At Brabazon Former Filton Airfield	

7. **Marks Out Of Tenancy – HMO & Empty Homes Reporting Service – (RESOLVE)**
Members to receive information regarding Marks Out Of Tenancy's service for identifying unlicensed HMOs and empty homes. Councillors note the update and, if appropriate, agreeing further engagement with the provider following the scheduled introductory meeting. – (ANNEX D)
8. **Planning Training to be provided by the Planning Consultant – (RESOLVE)**
Committee to consider a new date and time which can be met by all relevant councillors and council staff who are able to attend this training and to confirm all provisions are in place in preparation for capturing information.
9. **Matters of report arising from the minutes not otherwise covered by the Agenda**
10. **Date of next Planning & Climate Meeting:** Tuesday, 3rd February 2026.

Circulation List – Members		
<i>Cllr Alan Bird (Chair)</i>	<i>Cllr Dan Boardman (Vice Chair)</i>	<i>Cllr Julie Molloy</i>
<i>Cllr Susan Milestone</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>

Circulation List – For Information	
Full Council	Noticeboards
Website	
Filton Voice	