



Members are hereby summoned to Full Council held on Tuesday 30th June 2026 at 7.00pm in Studio 1, Elm Park Leisure Centre, Filton, BS34 7PS

25th June 2026,

Simon Davies
Town Clerk & RFO
Elm Park, Filton,
South Gloucestershire, BS34 7PS
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This meeting may be live streamed using link – subject to any technical issues affecting broadcast.

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

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) – **NONE**

5. PUBLIC QUESTION TIME

Public speaking time is restricted to 15 minutes in total (up to 5 minutes per speaker) as per Filton Town Council Standing Orders: 3(f) and 3(g). The Mayor will call from those members of the public who indicate a wish to speak.

6. TO APPROVE THE MINUTES FROM THE ANNUAL GENERAL MEETING HELD ON 26TH MAY 2026 – (RESOLVE)

7. **MATTERS OF REPORT ARISING FROM THE MINUTES NOT OTHERWISE COVERED BY THE AGENDA – (NOTE)**
8. **REPORT FROM LOCAL BEAT TEAM – (NOTE)**
To receive a report from the Filton Beat Team, presented by PC Megan Lyons - (ANNEX A)
9. **PRESENTATION BY ELM PARK LEISURE – (NOTE)**
The Council to receive a presentation by Sean the new Centre Manager on overall centre performance – (ANNEX B)
10. **SOUTH GLOUCESTERSHIRE COUNCILLOR REPORTS – (NOTE)**
The Council to receive a report from South Gloucestershire Councillors – (ANNEX C)
11. **UK TOWN OF CULTURE UPDATE – (NOTE)**
The Town Clerk to present a verbal update (due to other items on the agenda) on Filton's bid for the UK Town of Culture Competition
12. **ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN (AGAR) AND END OF YEAR REPORT 2025-2026 – (RESOLVE)**
To receive and **resolve** the AGAR for submission to the External Auditor – (ANNEX E)
A. Internal Auditors Report of the End of Financial Year 2025-2026
B. Annual Governance Statement (Section 1)
C. Annual Governance Statement (Section 2)
D. Notice of Public Rights
13. **THE ENGLISH INDICES OF DEPRIVATION 2025 REPORT – (NOTE/RESOLVE)**
To note the 'Indices of Deprivation Report 2025', based upon the 'Index of Multiple Deprivation 2025' (IMD) – written in partnership with South Gloucestershire Council (and other local authorities).
- To **resolve** for the Council to make resources available, where possible and affordable, to remove all of Filton 'lower-layer Super Output Area Level' (LSOA) (neighbourhoods) from the next report due in 2029; alongside working with local authorities, other public bodies, and private/public organisations to achieve an 'overall IMD' score of 5 decile (based upon the criteria, methodology and measurements set out in the 2025 report) – (ANNEX J)
14. **PUBLIC WORKS LOAN BOARD (PWLB) APPLICATION – (RESOLVE)**
The Finance and Scrutiny Committee recommend to Full Council (*resolution at Full Council 27th January 2026, Item 16*) to apply for a 'Public Works Loan Board' loan of £500,000 to fund the Conygre Regeneration Project over 20 years – A repayment of £42,747.58 (*quote as of 29th May 2026*), rate 6.01%.

The Conygre Regeneration Project outline has been supported by 'Avon Local Council Association' (ALCA), which is the first step of the application under £1.2 million. No public consultation required for the funding, only the need for the project.

Precept was not increased to budget for the repayment and was resolved as part of the Council budget in January 2026. Budget amount £30,000 (with extra funds from the (now) defunct 'Special Expenses budget'). Once approved, the loan can be drawn in parts (authorisation to the Finance and Scrutiny Committee (*resolution at Full Council, January 2026*), with repayments commence approx. 1 month after each draw-down.

Consultation taking (taken) place with Filton Hill Primary School Council, with Conygre residents at the Filton Hill Primary School Fair; and the wider public at the Filton Festival. The potential borrowing has been widely discussed in (open) Full Council and Finance & Scrutiny Committees since January 2026; mentioned in the many budget proposals (versions); and in the Filton Voice (local community paper) in February 2026 and July 2026.

To resolve to seek the approval of the Secretary of State for Levelling Up, Housing and Communities to apply for a PWLB loan of £500,000 over the borrowing term of 20 years to fund the Conygre Regeneration Project. The loan repayments will be around £42,396.50 pa (quote 25th June 2026) at the 'Annuity' rate (5.91%); or around £53,240.24 pa (quote 25th June 2026; reduces by around £351.83 each 6 months) at the 'EIP' (Equal Instalments of Principle) rate (5.77%) (the difference of circa £67,000 over the term of the loan).

To resolve that it is not intended to increase the council tax precept for the purpose of the loan repayments.

To **resolve** that the Town Clerk to make the necessary adjustments from the 'Special Expenses Grant' budget line (now defunct), be used to supplement the current allocated budget of £30,000 towards the PWLB application for the Conygre Regeneration Project.

To **resolve** to confirm the resolution in January 2026, for the application and draw-down of monies to be managed by the Finance & Scrutiny Committee, with the project works managed by Assets & Open Spaces Committee – ANNEX F1/2/3

14. DISCLOSED AGENCY MODEL: PWC REPORT – (RESOLVE)

A working group met (online) with PWC to discuss how a 'Disclosed Agency Model' would work within a possible tender and long-term provision for Elm Park Leisure Centre. The Working Group recommends to Full council that the next leisure centre contract should operate the 'Disclosed Agency Model' as defined by PWC.

The Procurement Act 2023 requires a tender to be available for a minimum of 25 days; although this can be reduced to 10 days, if a 40 day 'planned procurement notice' is issued (total time 50 days) (Procurement Act 2023: section 15). With various requirements such as TUPE arrangements, the Council to consider submissions for the tender before

The Council to **resolve** to accept the proposal to operate a 'Disclosed Agency Model', and for the Town Clerk to engage with PWC to create a suitable tender (based upon the original tender resolved by Full Council in October 2025). The Finance and Scrutiny Committee to have

delegated authority to 'approve' the amended tender and submit to HM Government's 'Tender Finder' portal, with a target application date of early September 2026 (specific date set by Finance & Scrutiny Committee). Once applications have been received; the Finance and Scrutiny Committee to review all applications and make a recommendation to Full Council in September 2026 (sitting as a extraordinary meeting if required) – (ANNEX G)

15. CONCORDE COMMEMORATIVE COIN DISTRIBUTION TO PRIMARY SCHOOL CHILDREN – (NOTE)

Councillors to receive a presentation from The Deputy Clerk, following the distribution of Concorde Coins to all primary school children. – (ANNEX H)

16. FILTON FESTIVAL UPDATE – (NOTE)

Councillors to receive final update before the Filton Festival on Sunday 5th July 2026. – (ANNEX I)

17. COMMITTEE MEMBER VACANCIES – (RESOLVE)

To recruit Councillors to Committee vacancies

A. Finance and Scrutiny – 3 vacancies

B. Planning & Climate – 3 vacancies

C. Assets & Open Spaces – 3 vacancies

18. ANY OTHER ITEM THE MAYOR DECIDES IS URGENT

19. DATE OF NEXT FULL COUNCIL MEETING: Tuesday, 28th July 2026. – (NOTE)

Circulation List:

Cllr Tom Mewies – <i>Mayor</i>	Cllr Brian Mead – <i>Deputy Mayor</i>	Cllr Esther Adjeivi
Cllr John Baverstock	Cllr Alan Bird	Cllr Ben Dewfall
Cllr Alex Doyle	Cllr Mckenzie Elmorssy	Cllr Dan Harris
Cllr Andrew Mills	Cllr Susan Milestone	Cllr Julie Molloy
Cllr Adam Monk		
Press - Filton Voice	PCSO Lyons & Rowley - Filton Beat Team	
Town Clerk	Deputy Clerk	Head Ranger
Finance & Governance Officer	Support Officer	Social Media/Noticeboards
Ranger Team	Elm Park Leisure Centre Leadership Team	