



Minutes of **FILTTON TOWN COUNCIL'S – Full Council Meeting** held at 7:00PM on Tuesday, 28th July 2026 – Held at: Studio 1, Elm Park Leisure Centre, Filton, Elm Park, Bristol, BS34 7PS.

PRESENT: Cllrs: T Mewies (*Chair & Mayor*), E. Adjeivi, A. Bird, M. Elmorssy, D. Harris, A. Mills, S. Milestone, J. Molloy, A. Monk.

IN ATTENDANCE: Simon Davies (*Town Clerk*), Robert Hutton (*Deputy Clerk*), Peach Jones (*Support Officer*), Daniel Thomas (*Park Ranger*), Lucy Frost (*Press*).

APOLOGIES: Cllrs: B. Mead (*Deputy Mayor & Vice Chair*), J. Baverstock and A. Doyle.

NON-ATTENDANCE: B. Dewfall.

MEETING STARTED AT 7:00PM

1. EVACUATION PROCEDURES - NOTED.

2. APOLOGIES FOR ABSENCE - NOTED: Councillors: Mead, Baverstock and Doyle.

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.

It was noted that Cllr Harris declared that he had recently joined the Green Party and would therefore serve as a Green Party Councillor.

No requests for dispensations were received.

No dispensations were granted.

4. EXCLUSION OF PRESS AND PUBLIC

RESOLVED: No declarations were raised to exclude any items from the press and public.

5. PUBLIC QUESTION TIME

RESOLVED: A member of the public raised concerns regarding the future of the local butcher's shop currently operating from the ground floor of The Views, in light of the planned demolition and redevelopment of the site. The resident enquired whether any assistance had been offered to support the business in securing alternative premises.

In response, Members advised that previous discussions had taken place regarding potential temporary accommodation options. These included the possibility of providing a repurposed shipping container unit within the nearby car park adjacent to the Gloucester Road North shopping area, similar to options considered for the Post Office. However, it was understood that the butcher's operational requirements, particularly in relation to refrigeration, freezer capacity and power supply, made the proposed accommodation unsuitable and the offer was therefore not pursued.

Members acknowledged the importance of retaining local independent businesses where possible and noted the concerns raised by the resident regarding the future of the business.

6. TO APPROVE THE MINUTES OF THE PREVIOUS MEETING

RESOLVED: Members agreed that the minutes of the Full Council meeting, held on 30th June 2026 be accepted and approved as a true and accurate record. The minutes were then signed and dated by the Chair.

7. MATTERS ARISING FROM PREVIOUS MINUTES

NOTED: No further matters arising from the previous minutes were raised.

8. REPORT FROM LOCAL BEAT TEAM

The written report was presented on screen and provided in advance for review by councillors. PCSO Olivia Rowley agreed to present the Filton Beat Team's monthly report, unfortunately due to a shift arrangement it was confirmed that PCSOs were unable to attend Full Council meetings.

The report highlighted ongoing policing priorities within Filton, including anti-social behaviour and drug-related activity in and around Elm Park, shop theft at Shield Retail Park and continued efforts to locate and deter the use of illegal electric and Sur-Ron bikes. Officers reported that increased patrols continue to be undertaken in response to these issues.

Members received updates on neighbourhood policing activity, including continued patrols at Elm Park and Millennium Green, engagement with local schools regarding parking concerns, regular patrols around Filton College in response to concerns regarding drug use and community engagement events undertaken with local businesses and residents.

NOTED: Should council have any queries regarding any items stated in the Filton Beat Team Report, submissions may be passed through to them via the Town Clerk or Deputy Clerk.

Crimes reported for the last 28 days, up to 28/07/2026.		
Offence Category	Last Month	Last 28 days
Arson and Criminal damage	6 Offences	8 Offences
Burglary	6 Offences	8 Offences
Drug Offences	0 Offences	0 Offences
Public order offences	2 Offences	4 Offences
Robbery	1 Offence	1 Offence
Sexual offences	0 Offences	3 Offences
Theft	14 Offences	18 Offences
Vehicle offences	3 Offences	6 Offences
Violence against the person	22 Offences	39 Offences
Misc crimes against society	0 Offences	1 Offences
Weapons	0 Offences	0 Offences

9. PRESENTATION BY ELM PARK LEISURE

The Council received a presentation on the performance of Elm Park Leisure Centre. In the absence of the Centre Manager, the presentation was delivered by the Deputy Clerk using information supplied by the Leisure Centre and circulated to Members in advance of the meeting. Members were also advised that the newly appointed Centre Manager was expected to attend future Council meetings, with attendance anticipated from September 2026 onwards.

Members noted that total membership had increased to 1,579, with continued growth in swimming memberships and swimming lessons. Direct Debit revenue remained positive, with monthly income rising to £42,971 in June and further growth forecast over the coming months. Overall centre participation during June totalled 7,521 visits and activities, encompassing gym usage, swimming, swimming lessons and group exercise classes.

The report also highlighted ongoing community engagement and outreach activity, including partnerships with local schools and universities, targeted local advertising, promotion of Drowning Prevention Week, community raffle prize donations and preparation of engagement

activities to promote the Leisure Centre's services within the local community. Additional staff training had been undertaken for sales advisers, whilst further instructors had been recruited to improve the consistency of classes and customer experience.

Members further noted that a range of health and safety and compliance activities had been completed or were in progress, including electrical safety inspections, fire risk assessments, Legionella reviews and other statutory compliance checks.

During discussion, Members requested that future reports include an action plan to address membership attrition and improve retention performance. It was also suggested that future presentations include employee engagement figures and a summary of operating costs and profit margins to provide greater financial oversight whilst reducing the need for additional supporting reports.

Cllr Molloy arrived at 7:10pm

NOTED: That the presentation from Elm Park Leisure Centre be noted.

10. ELM PARK GREEN FLAG AWARD

The Council received a presentation from the Park Ranger on the successful achievement of the Green Flag Award for Elm Park. Members were advised of the extensive work undertaken to secure the award, including the preparation of a comprehensive park management plan, introduction of environmental and community initiatives, development of volunteer programmes, installation of improved park infrastructure, and delivery of biodiversity and conservation projects.

The Park Ranger outlined the assessment process and scoring criteria used by Keep Britain Tidy, together with feedback received from assessors. Members noted that the feedback recognised Elm Park as a significant asset to the Filton community, highlighting the quality of maintenance, range of activities available, and the successful balance between community use and environmental stewardship. Areas identified for future improvement included enhanced signage, additional recycling facilities, increased native planting, wider environmental information, and continued development of biodiversity projects.

Members were updated on a number of ongoing and future projects, including the development of a runway rockery using reclaimed material from the former Filton Airfield to support native planting and biodiversity objectives, participation in Keep Britain Tidy campaigns, replacement of ageing bins, and progression towards future PIPA accreditation for play facilities.

One member of the public entered the meeting at 7:18pm

During discussion, Members considered the implications of maintaining Green Flag status in future years and noted that many of the improvements required were already incorporated within the Park Management Plan and existing grounds maintenance programmes. Questions were also raised regarding tree management, biodiversity initiatives and opportunities to utilise dead timber within the park. The Park Ranger advised that current management practices prioritise habitat creation and ecological benefit, including the retention of monolithed trees and deadwood habitats for wildlife. Members also discussed the proposed runway rockery project and the role it will play in supporting native species and wider biodiversity objectives.

Members recognised the significant contribution made by the Open Spaces Team, Council staff and volunteers towards achieving the award and acknowledged the value of the Green Flag programme in supporting continual improvement across Elm Park.

The Park Ranger exited the meeting at 7:38pm

RESOLVED: That the Green Flag Award for Elm Park be formally received and that the Council extends its congratulations and thanks to the Park Ranger, the Open Spaces Team and all Council staff involved in achieving this recognition.

11. SOUTH GLOUCESTERSHIRE COUNCILLOR REPORTS

The Council received a written report from the South Gloucestershire Councillors, together with a verbal update from a Councillor in attendance. Members noted updates relating to transport and highway projects, including ongoing strengthening works to the A38 flyover, progress on investigations associated with the Filton Avenue Bus Gate, and continued work on the Local Plan. Further updates were received regarding the approval of recommendations relating to Special Expenses, ongoing consultation on the proposed transfer of the play area adjacent to Filton Hill School to Filton Town Council, continuing waste collection service issues, community engagement activity undertaken during July, and planning matters affecting the Filton area, including the proposed housing development at Charborough Road.

Members also noted that waste collection services had continued to experience disruption during July and that Suez had been formally challenged by South Gloucestershire Council regarding service performance, including the application of contractual penalties. Positive feedback was reported following community engagement activities at the Filton Festival, attended by both councils earlier in the month.

During questions, Members sought an update on the anticipated timescale for the A38 flyover works. It was advised that the project was expected to continue through the winter months, with traffic management arrangements remaining in place and capable of being adjusted to respond to traffic conditions.

Members further enquired about progress regarding the previously discussed proposal for Filton Town Council to contribute towards an investigation into the potential closure of the Filton Avenue Bus Gate. The South Gloucestershire Councillor advised that the necessary paperwork had been completed and that the matter was progressing through the relevant administrative processes.

Concerns were also raised regarding highway works and associated traffic disruption in the vicinity of the A38 flyover. Members referred to reports of excavation works involving a substantial trench adjacent to the carriageway, which was understood to be contributing to significant traffic congestion in the area. The South Gloucestershire Councillor advised that he was not aware of the specific works referred to and undertook to investigate the matter further and report back on any findings.

NOTED: That the South Gloucestershire Councillor Report be received and noted.

12. TOWN OF CULTURE UPDATE

The Council received an update from the Town Clerk on Filton's UK Town of Culture 2028 Bid. Members were advised that, following the announcement on 9 July 2026, Filton had not been selected to progress to the second stage of the competition and was therefore not included within the final shortlist of fifteen towns competing for the inaugural UK Town of Culture 2028 title.

Whilst expressing disappointment at the outcome, Members noted the significant achievements generated through the bid process. The Town Clerk highlighted that the campaign, which celebrated Filton's aerospace heritage through the theme of "Life, Lift, Learning", had strengthened relationships with a wide range of local and regional organisations. New partnerships and collaborative working arrangements had been established with organisations including South Gloucestershire Council, Bristol City Council,

West of England Combined Authority (WECA), VisitWest, Aerospace Bristol, UWE, SGS College, YTL Developments and other regional stakeholders. Members noted that these relationships could provide lasting benefits for future projects, funding opportunities and cultural initiatives within the town.

Members queried whether any feedback had been received from the assessment panel regarding the bid. The Town Clerk confirmed that no detailed feedback had been provided and that the Council had only received a standard notification advising that Filton had not been shortlisted.

NOTED: The Council further noted that work would continue to build upon the partnerships, projects and opportunities developed through the bidding process, including links to regeneration, community events, education and cultural initiatives.

13. ELM PARK LEISURE DISCLOSED AGENCY MODEL TENDER

The Town Clerk provided a verbal update on the procurement process for the future operation of Elm Park Leisure Centre under the proposed Disclosed Agency Model.

NOTED: Members were advised that the tender documentation remained under review by PwC and that work was continuing to finalise the required documentation and procurement arrangements. It was reported that progress was being made and that completion of the tender documents was anticipated in the near future to enable the procurement process to proceed within the intended tender timescales. The Town Clerk further advised that efforts were being made to ensure the tender could be issued within the planned procurement window.

Members noted that the Disclosed Agency Model had previously been approved in principle by the Council and that ongoing work with PwC formed part of the process for securing a long-term operating arrangement for the Leisure Centre.

14. FILTON FESTIVAL UPDATE

The Council received a report on the successful delivery of the Filton Festival 2026, held at Elm Park on Sunday, 5th July 2026. Members noted that the event was organised by Deryncoch (DC Event Production), following their appointment through a competitive tender process and that the event was delivered in close partnership with the Council.

The Festival was estimated to have attracted between 5,000 and 7,000 visitors throughout the day and featured over 85 performers across two stages, alongside demonstrations, displays, family activities, stalls, fairground attractions, classic vehicles and a community world record attempt involving approximately 150 participants. Positive feedback was received regarding the entertainment programme, event layout, organisation, family-friendly atmosphere and the variety of activities on offer. Survey responses received to date showed an average satisfaction rating of 4.45 out of 5, with 94% of respondents awarding the event a rating of 4 or 5.

Members noted that Filton Town Council shared a gazebo with Elm Park Leisure Centre, providing an opportunity for Councillors and officers to engage with residents on a range of local initiatives. This included gathering views on proposals for the future redevelopment of the Blenheim Drive Play Area, with feedback being sought on the type of equipment and facilities residents would like to see incorporated into a redesigned play space.

The Council further noted that the event had generated significant community engagement, with festival-related social media content receiving in excess of 300,000 views and the festival website attracting over 3,300 visitors. An initial financial summary indicated that event income had broadly matched expenditure, with final accounts still being reconciled.

NOTED: Members commended the efforts of the organisers, volunteers, Council staff and partner organisations involved in delivering the event.

15. CIRCUS GINETT

NOTED: The Council noted that Circus Ginnett will return to Elm Park and is scheduled to perform from Wednesday, 5th August to Sunday, 9th August 2026.

Members welcomed the return of the circus to Filton, recognising its contribution to the programme of events held within Elm Park and the opportunities it provides for local residents and visitors to participate in family-oriented entertainment and community activities.

16. BLENHEIM DRIVE PLAY AREA CONSULTATION

NOTED: The Council received a verbal update from the Deputy Clerk regarding the ongoing consultation for the proposed redevelopment of the Blenheim Drive Play Area. Members noted that consultation letters had been successfully distributed to residents living adjacent to the site, informing them of the proposed improvements and inviting comments, suggestions and enquiries regarding the project.

During discussion, concerns were raised regarding reports from local residents that the existing play area was not consistently being secured outside permitted hours, resulting in incidents of anti-social behaviour during the late evening and early morning. Members noted that enquiries had been made with South Gloucestershire Council, who currently own the site, and it had been confirmed that a contractor is engaged to undertake locking and unlocking duties. However, following site visits undertaken by the Filton Town Council and the provision of photographic evidence, it was reported that the site had on many occasions not been secured as expected. Members were advised that South Gloucestershire Council had acknowledged the issue and would investigate the matter further and consider appropriate remedial action.

A South Gloucestershire Councillor requested to be kept informed of any further developments relating to site security and future management arrangements.

Members also discussed opportunities to enhance accessibility within the redesigned play area. It was suggested that consideration should be given to the inclusion of additional accessible and inclusive play equipment, recognising the limited provision currently available within local play facilities.

In considering future site improvements, Members further noted that should lighting ever be considered as part of the scheme, careful consideration should be given to operational hours, residential amenity and the potential impact on anti-social behaviour, including the use of timed controls where appropriate.

17. ELM PARK ENCAMPMENT

NOTED: The Council received an update regarding the unauthorised encampment at Elm Park. Members were advised that legal action had progressed and that a court hearing had been arranged for 29th July 2026 at 10am, with a Section 72 Notice having already been served.

Members noted the challenges encountered in responding to the incident and acknowledged the learning gained by the Council throughout the process. It was reported that the experience had highlighted opportunities to strengthen internal procedures and ensure a more consistent response to any similar incidents in the future.

The Council expressed its appreciation to local residents for their patience and understanding whilst the matter was being addressed. Members further noted that officers would develop a concise operational guide to assist staff in managing any future unauthorised encampments, ensuring that legal processes, responsibilities and communication arrangements are clearly understood.

18. COMMITTEE VACANCIES

The Council considered the current vacancies on its committees as follows:

- **Finance & Scrutiny Committee** – 2 vacancies
- **Planning & Climate Committee** – 2 vacancies

Following nominations received at the meeting: Cllr Mills nominated as a member of Finance & Scrutiny committee.

RESOLVED: Cllr Mills to be appointed as a member of the Finance & Scrutiny Committee.

19. ANY OTHER URGENT BUSINESS

NOTED: No other urgent business were raised.

20. DATE OF NEXT MEETING – NOTED: Tuesday, 29th September 2026 at 7pm.

MEETING CLOSED AT 8:10PM