

## **DISCLAIMER**

**The attached minutes are DRAFT minutes. Whilst every effort has been made to ensure the accuracy of the information, statements and decisions recorded in them, their status will remain that of a draft until such time as they are confirmed as a correct record at the subsequent meeting.**



**AVONMOUTH AND KINGSWESTON  
NEIGHBOURHOOD PARTNERSHIP  
7.00 PM ON 4<sup>TH</sup> MARCH 2013  
AT ST BEDES CATHOLIC SCHOOL, LONGCROSS, LAWRENCE WESTON**

**PRESENT:**

**Ward Councillors**

Councillors Doug Naysmith (Avonmouth Ward)

Councillors Simon Rayner (Kingsweston Ward)

**Partners:** Representing Lawrence Weston (LW), Sea Mills (SM), Shirehampton (S) and Avonmouth (A)

Andy Hollick (A), Ann Hawker (LW), Dave Trivitt (SM), Ann Green (SM), Mark Pepper (LW), Jenny Winfield (SM), David Thomas (S), Val Pospichil (LW), Val Jenkins (S), Renee Slater (S),

**Officers:**

Hayley Ash (HA) (Area Coordinator), Samantha Mahony (DSO), Gary Brentnall (GB) (Area Environment Officer), Neil Terry (Transport)

**Other attendees:**

M J Crouch, J M Crouch, Karl Butler, Paul Goldsworthy, Jenny Trivitt, Bridget Booker, Rev Jenny Low, Emma Murrig, Jason Budd

Apologies were received from Councillor Kennedy Hall, Councillor Leaman, Gil Osman and John Bees

Neighbourhood Partnership items

**1. WELCOME AND INTRODUCTIONS**

Everyone was welcomed to the meeting and the Partnership members introduced themselves.

Due to apologies from the Chairman of the Neighbourhood Partnership, election of Chair was carried out.

**It was RESOLVED that Mark Pepper chair the meeting of the Neighbourhood Partnership**

**2. MINUTES OF THE MEETING OF THE NEIGHBOURHOOD PARTNERSHIP HELD ON 5<sup>H</sup> DECEMBER 2013.**

**THE NEIGHBOURHOOD PARTNERSHIP RESOLVED that the minutes of the meeting held on 5th December 2012 be agreed as a correct record and signed by the Chair.**

**3. LAWRENCE WESTON COLLEGE SITE DEVELOPMENT BRIEF**

The Neighbourhood Partnership considered a report of the Area Coordinator (agenda item no.3). It was reported that the latest draft of the development brief for the college site awaited results of the Retail Impact study and completion of the Housing Needs Study. The draft was available from HA or Mark Pepper for comment during a two week consultation period.

**4. AVONMOUTH AND KINGSWESTON WASTE PLAN**

The Neighbourhood Partnership considered a report of the Area Environment Officer (agenda item no.4) which presented the Waste and Environment Plan for the Neighbourhood Partnership. It had been developed through consultation at the Neighbourhood Forums with discussion for local priorities.

Officers would look at the contract agreements for the area and how to develop the emergence of hotspots for May Gurney to address at a local level.

The Area Environment Officer confirmed the following:

- Often land and lanes behind houses were hotspots for flytipping and debates over land ownership and responsibility delayed solutions. Any such issues should be reported to the 'Waste on Land' team (0117 9222100) to consider and search for evidence of perpetrators for prosecution before removal.
- Hedge cutting and clearance had taken place on the cycle path at Lawrence Weston by Sustans rangers and the Clean and Green team.
- GB would report back to the Contracts Manager regarding comments raised regarding the quality of grass cutting at the back of Saltmarsh.
- Comments regarding litter left on the road following bin collections would be reported back to the Contracts Manager and a site visit would take place.
- Public rights of way were cut back twice a year. Officers were evaluating the footpaths not covered by street cleansing and maintenance under the contract.
- Any queries regarding the ownership of walls/ fences that were in need of repair should be forwarded to GB.

**4. LAWRENCE WESTON COMMUNITY PLAN**

It was reported that the Plan was nearly complete. Consultation would take place on the draft on the;

- 26<sup>th</sup> April 2013, drop in style event 4.30pm till 7pm, at the Lawrence Weston Clinic (Ridingleaze)
- 27<sup>th</sup> April 2013, Community Plan Consultation Day at a venue to be confirmed.

## 5. **AREA CO-ORDINATOR'S REPORT**

The Neighbourhood Partnership considered a report of the Area Co-ordinator (agenda item no. 8). The report outlined the work carried out and actions completed since the last meeting. The 'You Said We Did' results were circulated (and a copy placed in the minutebook).

### **Police Update**

Mark Runacres gave updates on community policing (over the period 1<sup>st</sup> April 2012 to present) for the areas of Avonmouth and Shirehampton, Sea Mills and Lawrence Weston. It was reported that total crime was down overall in all three areas by between 7.2 and 16.1%.

There had been increases in burglary and motor vehicle crime in Avonmouth and Shirehampton which was disappointing however, levels had been at their lowest the previous year were difficult to improve upon.

There was a strong picture in Lawrence Weston with burglary, motor vehicle crimes, violence against a person and criminal damage all down. Anti Social behaviour was down by 9%.

Within Sea Mills there were increases in burglary and vehicle crime but reductions in violent crime by 60%. Actual numbers in this part of the City were fairly low overall.

### **20mph Zones**

Mark Runacres confirmed that the Police would support established Community Speedwatch Groups already operating, but resources would not support further groups.

20mph zones were to be rolled out across the City in phases, with Avonmouth and Kingweston in phase 5. Consultation in each area would take place including discussions at Forums during August/September. The 20mph zones would be enforceable where a Traffic Regulation Order was in place and appropriate signage. However, Mark Runacres clarified that support through changed road layout and environment change was to be the first option, with enforcement only when necessary.

Residents highlighted that 30mph signs were still up in the Henbury area which caused confusion where 20mph had also been introduced (**ACTION; HA**).

### **Lawrence Weston Community Farm**

The Community Farm had applied for a grant from the Big Lottery Fund for a new community café and training facility. LWCF had a lease of 25 years from the Council since the project started in 2000. LWCF had applied for a new lease of 35 years in order to support the grant.

The Partnership expressed their complete support for LWCF and hoped that everything possible could be done to award the new lease. The Farm was a valuable community group and resource which had the unanimous support and best wishes of the NP. Officers agreed to report back if anything further was requested. The decision was expected in mid June 2013.

### **Youth Centres**

Following a query, HA confirmed that Pete de Boer was looking for interested parties to rent the youth centre for three years. A meeting would be set up for those interested to consider usage and see if groups could work together. The Planning Group had requested further information about Community Asset Transfers.

**THE NEIGHBOURHOOD PARTNERSHIP RESOLVED that the report be noted**

## **6. BETTER NEIGHBOURHOOD WORKING**

The Neighbourhood Partnership considered a report from the Area Coordinator (agenda item no. 6) which outlined the ways that Better Neighbourhood Working had been piloted in other areas of the City. Council officers had been brought together to better tackle neighbourhood priorities in a quick, efficient and consistent way.

Plans that had been established for different service areas would be amalgamated into one plan with clear priorities and direction. It was requested that work on priorities and actions be accountable through real life reporting and updates, if possible through a live list, rather than through quarterly updates to the NP. **ACTION: HA to investigate live reporting**

**THE NEIGHBOURHOOD PARTNERSHIP RESOLVED that the report be noted**

## **7. NEIGHBOURHOOD PARTNERSHIP REVIEW**

The Neighbourhood Partnership considered a report from the Area Coordinator (agenda item no.7) which outlined the current review of the Neighbourhood Partnerships and how to develop them to bring more influence and local decision making. The Council were looking at the whole process, what should be devolved as well as the times and locations of meetings to set the scene for coming years.

Questionnaires were available from HA and could be completed online at [www.bristol.gov.uk/npask](http://www.bristol.gov.uk/npask). The Neighbourhood Partnership would meet on the 23<sup>rd</sup> March at 10am to discuss members responses and look at ways of improving the Avonmouth and Kingsweston service. In addition, 'designing' events would take place at City Hall on the 10<sup>th</sup> April at 2pm, 24<sup>th</sup> April at 6.30pm and 15<sup>th</sup> May at 6.30pm to consider all the information gathered and shape the Neighbourhood Partnership structures.

**THE NEIGHBOURHOOD PARTNERSHIP RESOLVED that the report be noted**

## Neighbourhood Committee items

### 6. DECLARATIONS OF INTEREST

There were no declarations of interest.

### 7. PUBLIC FORUM

There were no items of public forum received.

### 8. DEVOLVED SERVICES UPDATE

The Neighbourhood Partnership considered a report from the Area Coordinator (agenda item no. 11).

#### **Minor Traffic Schemes**

It was reported that in addition to the S106 funding allocated to the NP area, a further £100,000 has been allocated from the Local Sustainable Transport Fund, making a total of £166,330.32 currently available to explore and implement options for making Kingsweston Lane more cycle and pedestrian friendly.

#### **Bus Stop Improvements**

There would be at least 15 bus stop improvements along routes 501 and 502 with two paid for out of Section 106 contributions (Stow House and Shirehampton High Street). A consultation would be produced for residents and Councillors for each bus stop. The route stops just outside Southmead Hospital.

#### **Section 106 – 07/01617 Myrtle Drive, Shirehampton**

The minutes of September 2011 NP meeting “suggested that the established bus stop would be more sensible approximately 100 yards along where the road was wider outside the Elderly Persons Home” and that “the alternative bus stop location be explored and liaison with the bus company take place accordingly”.

The engineers/ bus company had rejected the proposal for changing the location of the bus stop and preferred the stop and terminus to be outside Stow House. The meeting requested reasons for the engineers/ bus company proposals to determine whether it was a condition for the release of funds. **ACTION: HA to establish reasons for the rejected suggestion before any changes were made to the fund allocation**

**THE NEIGHBOURHOOD COMMITTEE RESOLVED that the report be noted.**

### 9. DEVOLVED TRANSPORT SCHEMES for 2013/14

The Neighbourhood Partnership considered a report of the Area Co-ordinator (agenda item no.12) which presented the current and future funding situation with regards to devolved transport schemes.

Councillor Rayner reported that he had requested further financial information regarding the allocation of devolved transport funds and requested that it be

included within the report in future. A copy of the information can be found in the minutebook.

With reference to Carriageway Surface Dressing, officers had identified the carriageways most in need following technical assessment on a Citywide basis. There were three roads recommended within the NP area.

With reference to Carriageway Surface Dressing, Councillor Naysmith raised concerns about the Hung Road/ Portway junction which created loud noise due to the concrete slabs. Officers agreed to report to Councillor Naysmith with the options for that area of road (Action: Neil Terry).

It was proposed that due to a backlog, no further devolved traffic schemes be proposed for the 2013/14 municipal year, with the budget carried over for a budget of £34,286 for 2014/15. Those already agreed during 2012/13 (listed within the report under point 7) would be completed during the next municipal year.

It was confirmed that the Westbury Lane crossing scheme had undergone a design phase and preliminary internal consultation was now taking place. The scheme should be ready for consultation in April 2013.

#### **THE NEIGHBOURHOOD COMMITTEE RESOLVED**

- (1) that the Neighbourhood Committee agree the 2013/14 work programmes for carriageway surface dressing as Portway £27,090, Severn Road £2,082 and Poplar Way West £24,129 as contained within the report;**
- (2) that the Neighbourhood Partnership note that footway schemes are delayed until later in the year.**
- (3) that the Neighbourhood Partnership note the schemes that would be delivered within the 2013/14 year in Avonmouth and Kingsweston NP area.**
- (4) That the Neighbourhood Partnership note that a pause in decision making of 12 months is needed in order to deliver this year's work programme. The team are committed to using the pause to deliver all outstanding schemes in the area. Devolved funding will be carried forward and identification of new schemes will start in late 2013.**

#### **10. WELLBEING REPORT**

The Neighbourhood Partnership considered a report of the Area Co-ordinator (agenda item no. 13) relating to the current funding situation and the recommendations of the Well Being Appraisal Panel for current applications for 2012/13 funding.

It was reported that the Wellbeing Grants Panel met on the 12<sup>th</sup> February to discuss and recommend the projects for awards as outlined within the report.

Following a request for clarification from the Panel, it was confirmed that the CRYPT community project “simply want to provide a place for the local youth (particularly those who especially need it) with a place where they can come, be themselves, feel safe and talk to someone if they have any 'issues' in their lives, or purely want to 'hang out' with each other.”

They confirmed that they “have never intended, nor intend, to abuse this by what others may refer to as proselytising, evangelising or indoctrination of our religious beliefs. We simply want to show them that we care about them and are 'there' for them.”

The Avonmouth Job Club successful bid from December 2012 had been altered to reflect the need for further computers. The total of the grant remained the same.

Further to a request for further information, Emma from the Foodbank spoke to the Partnership about the project which helped families in need across the partnership area and beyond. Run by a large team of volunteers, the foodbank worked on a voucher scheme giving short term help until appropriate agencies could resolve their situation. There were two pick up points at churches in Avonmouth and Lawrence Weston with a hot drink offered in a café style area where clients could chat to volunteers who could signpost them to services as appropriate. Thanks to the previous grant from the Wellbeing fund, the foodbank had been able to purchase tables for the café to add to the warm safe environment offered. Food was donated by members of the public through churches and local businesses, with running costs covered by fundraising. The foodbank were praised for their good work and the Partnership wished them well.

**THE NEIGHBOURHOOD COMMITTEE RESOLVED that the funding situation and the balance of the budget for 2012/13 be noted.**

**THE NEIGHBOURHOOD COMMITTEE RESOLVED that the recommendations of the Wellbeing Panel held on 12<sup>th</sup> February 2013 be agreed and all the bids presented be supported.**

## **11. COMMUNITY INFRASTRUCTURE LEVY (CIL) REPORT**

The Neighbourhood Partnership considered a report of the Area Co-ordinator (agenda item no. 14) which proposed that the NP accept responsibility for decisions over Community Infrastructure Levy (CIL) spend.

The Council had implemented its CIL charges and the majority of planning permissions for new developments would now be required to pay CIL. A 15% ‘meaningful proportion’ of the CIL would come to communities/ Neighbourhood Partnerships, or 25% if the area has a Neighbourhood Development Plan (NDP). The other 75% goes to the Council for spend on infrastructure (schools, parks, roads etc).

**THE NEIGHBOURHOOD COMMITTEE RESOLVED that the Partnership accept responsibility for their proportion of CIL, with the Neighbourhood COMMITTEE making decisions on how the devolved CIL monies are spent.**



## 12. DATE OF NEXT PARTNERSHIP MEETING

Councillor Rayner indicated that it was his last meeting as he would not be standing for election for a further term. He expressed his thanks to those that he worked with over the last four years. He was in turn thanked by the Neighbourhood Partnership and wished well for the future.

It was confirmed that the date of the next Neighbourhood Partnership meeting be Tuesday 11<sup>th</sup> June 2013 at 7.00 pm. The pre meeting would take place on the 21<sup>st</sup> May.

Further meetings were confirmed as:

### **Neighbourhood Partnerships**

11th June, 7pm at Highgrove Church  
17th Sept, 7pm at St Bedes school,  
3rd Dec, 7pm at St Mary's Tithe Barn Shirehampton  
6<sup>th</sup> March, 7pm at venue tbc

### **Pre Meetings**

21<sup>st</sup> May, 6.30pm at LW Community Farm  
3rd September, 6.30pm at LW Community Farm  
12th November, 6.30pm at LW Community Farm  
18th February, 6.30pm at LW Community Farm

### **Neighbourhood Forums**

#### **Seamills**

14th May, 6.30pm at Highgrove Church  
20th August, 6.30pm at a venue tbc  
19th November, 6.30pm at a venue tbc - TBC  
11th February, 6.30pm at a venue tbc

#### **Avonmouth**

13th May, 6.30pm at Avonmouth Community Centre  
2nd September, 6.30pm at Avonmouth Community Centre  
11th November, 6.30pm at Avonmouth Community Centre  
17<sup>th</sup> February, 6.30pm at Avonmouth Community Centre

#### **Lawrence Weston 6pm**

25<sup>th</sup> April, 6pm at Lawrence Weston Youth Club (opposite St Bedes)  
29<sup>th</sup> August, 6pm at a venue tbc  
24<sup>th</sup> October, 6pm at a venue tbc  
27<sup>th</sup> February, 6pm at a venue tbc

#### **Shirehampton Crime and Safety PACTS**

13<sup>th</sup> June, 11am at Penpole Residents Association  
5<sup>th</sup> September, 11am at Penpole Residents Association  
12<sup>th</sup> December, 11am at Penpole Residents Association

(The meeting ended at 20.45)

CHAIR

With reference to minute point:

**11. COMMUNITY INFRASTRUCTURE LEVY (CIL) REPORT**

Since the meeting new information has been released from the Government this is stated below for your information

1. CIL monies are not ring fenced in the same way as Section 106 monies are. They are also not subject to time limits. Draft government regulation states that devolved CIL monies must be used **to support the development of the area**, “by funding-
  - the provision, improvement, replacement, operation or maintenance of infrastructure; or
  - anything else that is concerned with addressing the demands that development places on an area”.
  
2. It is understood that when the regulation becomes law (due in April 2013), government guidance will be produced that may provide clarification on the scope of the regulation. In the meantime, the following table provides examples of schemes that it is considered that devolved CIL monies can and cannot be applied to.

1 Items CIL can be applied to	2 Items CIL cannot be applied to
Parks improvements Community Buildings Library improvements Transport schemes Public Rights of Way Street Lighting Maintaining infrastructure (provided that it is in addition to, rather than replacing, the existing maintenance regime)	Local labour and training schemes Employing staff (because continuing CIL receipts cannot be guaranteed) Affordable housing