

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.



Agenda Item No:4

Minutes of the Avonmouth and Kingsweston
Neighbourhood Partnership
11 March 2015 at 7.00pm

Venue: Tithe Barn, High Street, Shirehampton BS11 0DE

Councillors present:

Councillors Wayne Harvey and Matt Melias (Avonmouth Ward)
Councillors Tim Leaman and Jason Budd (Kingsweston Ward)

Resident members

John Bees (Chair) – Sea Mills
Mark Pepper – Lawrence Weston
Ann Hawker – Lawrence Weston
Val Jenkins - Shirehampton
David Thomas - Shirehampton
Gil Osman - Shirehampton
Timothy Scott - Avonmouth
Renee Slater - Shirehampton

Officers:

Keith Houghton (NP Co-ordinator), April Richmond (Community Development Officer); Suzanne Ogborne (Democratic Services Officer), Robert Grieve (Highways team)

Other attendees:

Gil Osman, John Muse, Sara Zaltash, Andy Hollick, Teresa Cox, Nicola Jay, Don Alexander.

1. Welcome and introductions

The chair, John Bees, welcomed everyone to the meeting and introductions were made.

2. Apologies for absence

Val Pospischil (Lawrence Weston), Alv Hirst (Avonmouth), Jenny Winfield (Sea Mills)

3. (a) Minutes of the meeting held on 8 December 2014

The NEIGHBOURHOOD PARTNERSHIP AGREED that the minutes of the meeting held on 8 December 2014 be confirmed as a correct record and signed by the Chair, subject to the following amends:

- i. Attendees – add Ann Hawker**
- ii. Item 12, point 2, the first sentence should read ‘that in future SCAF Community Safety meetings and full forum meetings.’**

(b) Matters Arising

The NP coordinator provided an update on the actions emerging from the last meeting. Specific attention was drawn to the following: -

- i. The 40/41 bus – the NP co-ordinator confirmed that this is mentioned in his co-ordinator report (agenda item 7 point 1.3) under ‘feedback from the Lawrence Weston forum’
- ii. The neighbourhood partnership plan will be considered in detail in item 8 on the agenda

4. Declarations of Interest

There was none.

5. Public forum

There were two items of public forum:

1. Gil Osman confirmed that he has started a local petition to request that the former picnic area of Shirehampton Park be restored to its original designation as a picnic area for the full use of all local inhabitants and visitors to the area. Gil Osman confirmed that so far 870 people had signed the petition and that he will present the petition to local Councillors Melias and Harvey.

The Chair commented that the Neighbourhood Partnership will consider this when they prioritise the grant money.

2. Andy Hollick, facilitator for Wescott Jobs Club, confirmed that he would like the NP to re-consider the pre-meeting's recommendation not to fund the Wescott Jobs Club application for Wellbeing monies.

The Chair confirmed that the NP would consider this as item 6 on the agenda.

6. Urgent Business - Devolved Transport Budgets

The Chair explained that he had agreed to take this as an urgent item. It relates to a decision that was made at the Council Cabinet meeting on 3 March 2015.

Rob Green from the Highways Team presented this item and explained that Cabinet has decided to return the decision making responsibility on how to spend the annual carriageway surface dressing budget and the annual footway resurfacing budget to Council maintenance officers from April 2015 onwards.

The reason for this is that, with less money being available from 2015 onwards, the Council needs to change the way that it works to spend the money that is available as efficiently as possible.

By devolving budgets to NPs in such small amounts, some partnerships proposed schemes that were too expensive for them to afford. The purpose of returning the decision making to officers, is not to try to exclude neighbourhoods, in fact there will be more consultation with neighbourhoods, but the priority will be based on a technical decision first.

The Highways officer confirmed that the detail on how this will work has not yet been finalised but it is envisaged that the maintenance team will identify areas of work and then consult the NP's for their feedback. The maintenance team will then consider which projects to proceed with. They will fully report back on all maintenance works, giving NP's clear details of what is going on in their areas and other areas.

The following key issues were raised/discussed:

- (a) The chair explained that feedback had been received from Val Pospischil, Equality Representative, Kingsweston. Unfortunately she was not able to attend the meeting but she wanted to highlight the urgent clean up needed in some public spaces and public ways in the constituency and identified particular areas in her email dated 10 March.
- (b) Cllr Leaman mentioned that the last forum looked at footways and there are a number that have never been addressed. Some of these footways are in a terrible state – there are 6-7 that need doing. The NP could have used their devolved budget for annual footway resurfacing of these footpaths.
- (c) It was felt that the NPs have only just been told that they have greater freedom to reallocate budgets but now they are being told that they no longer have any control over this. The Council is sending confused messages to NPs.
- (d) The Highways Officer confirmed that, as far as he is aware, this is the only budget that is being un-devolved. This is a national way of working.
- (e) The NP co-ordinator commented that both NPs had been asked what they felt about the surface dressing budget not coming back to NPs. It was felt by the NPs, that because it's a very technical issue, they would just prefer to retain the footway budget.
- (f) There was some concern that there need to be safeguards in place to ensure that side streets used by heavy goods vehicles, in particular in relation to Avonmouth, will also be considered.

- (g) Mark Pepper asked what consideration had been given by Cabinet, in making this decision, to the vote that Avonmouth & Kingsweston NP had taken in July 2014 to express their preference to let go of carriageway resurfacing budget but to retain the footways budget?

ACTION: The Neighbourhood Co-ordinator to enquire

7. Wellbeing, Green Capital Grants and Devolved Services Report

7.1 Wellbeing Fund

(note this item was chaired by Cllr Leaman and is for decision by the Neighbourhood Committee)

The Neighbourhood Co-ordinator introduced this item. The Wellbeing items had been put forward by the assessment meeting held on 16 February 2015.

The following key issues were raised/discussed: -

- (a) The Neighbourhood Committee was referred to the public statement item 2 put forward by **Westcott Residents Association Jobs Club**. Andy Hollick from the Residents Association asked for the decision not to fund this project to be re-considered.
- (i) The recommendation from the assessment meeting had been that the project was scored as 'fundable', however, it was acknowledged that there was insufficient Wellbeing funds for 2014/15. It recommended that the application should be held for funding from the budget for 2015/16, but to fund if its needed in light of the Coastal Communities funding coming on-stream
- (ii) Mark Pepper explained that the decision had been considered in view of the application to the Coastal Communities Fund. However, the NP is still waiting for the Lottery to award this to the accountable body which is South Gloucestershire Council. No deadline has yet been given for this funding.
- (iii) Cllr Leaman suggested that £750 could be drawn down from next year's budget 2015/16

- (iv) Cllr Jason Budd agreed that this was an exceptional situation and was happy to approve
- (b) The Neighbourhood Committee also considered the Lawrence Weston Baptist Church's Café Connect application. The recommendation from the assessment meeting had been that the project was scored as 'fundable' and that funding is reserved from next year's fund – held for 6 months. The scheme to come back when they have outstanding funding in place and to note that the Café must be open to all of the community, not just church members.

The NEIGHBOURHOOD COMMITTEE RESOLVED:-

- **To note the Wellbeing Fund balance and unanimously approve the recommended Wellbeing grants and those not recommended for approval as follows -**
- **Agreed to fund:**
 - **SeaMills Together - Benches on the Rec: £771**
 - **Avonmouth Holiday Playscheme - Summer Activities: £1,488**
 - **Penpole Residents: Luncheon Club transport: £600**
 - **Avonmouth Sea Cadets - Window replacement: £1,500**
 - **191 Scouts - Hut maintenance: £1,200**
 - **SCAF - Community Action Forum shopping trips: £1,500**
- **Following recommendation, to approve £750 to fund the work of Westcott Residents Association Jobs Club from the 2015/16 Wellbeing Fund**
- **Following recommendation, £1,500 is reserved for the Café Connect from the 2015/16 Wellbeing Fund for 6 months**
- **SeaMills Together: £530 from 2015/16 Wellbeing Fund to provide a bench on the Rec**
- **Agreed not to fund:**
 - **Shirehampton Sailing Club: Try Sailing Days**
 - **Avonmouth New Age Kurling**
 - **Kingsweston Junior Park run**
 - **KWAG: Avonmouth 150**
 - **178 Bristol Guides: Theme Park trips**
 - **Oasis Hub: Big Screen Cinema**
 - **SCAF: Planning Watch**

7.2 Green Capital Applications

(note this item was chaired by John Bees on behalf of the Neighbourhood Partnership)

The Neighbourhood Co-ordinator explained that the Green Capital items had been put forward by the assessment meeting held on 16 February 2015.

The NEIGHBOURHOOD PARTNERSHIP RESOLVED:-

1. To approve the recommended Green Capital NP grants:

- **Ambition Lawrence Weston: Atwood Drive Allotments: £1,250**
- **Bristol Natural History Consortium: Festival of Nature Outreach Project: £1,466**
- **KWAG: Exploring Nature Events: £1,600**
- **Life Cycle: Family Cycling in Avonmouth: £468**
- **Real Economy Coop: A&K Food Buying Groups: £2,500**
- **Sea Mills Community Initiatives: Highgrove allotments & Wildlife area: £2,500**
- **Soil Association: The Big Picnic: £210**

2. Agreed not to fund those bids that had not been recommended for approval:

- **Ambition Lawrence Weston: Stradling Road play equipment**
- **Avon Riding Centre for the Disabled: notice boards and outdoor classrooms**
- **H Branch CIC: The Concept Incubator, Green Businesses in Avonmouth**

7.3 Avonmouth Community First Allocations (for information)

The Neighbourhood Co-ordinator explained that as the Avonmouth Ward has been awarded a total of £33,910 from Community First over 4 years, there is a potential for further support for Avonmouth from the Community Development Foundation. Avonmouth are invited to put forward applications to

take part in the First Steps Programme. This programme will support successful applicant communities to develop a Community Plan.

There is an event on 16 March 2015 in central Bristol which the NP co-ordinator will be attending.

ACTION: The Neighbourhood Partnership Co-ordinator to report back to the NP

7.4 Highways Budget Update

The Neighbourhood Partnership noted the completion of most of the outstanding schemes and the updates on NP highways schemes outlined in the report.

7.5 Clean and Green Budget

The Neighbourhood Partnership Co-ordinator explained that the proposal is to use the unspent Clean and Green budgets to support environmental projects. The priorities are in the Neighbourhood Partnership plan which covers things like planters, hanging baskets, improving the street scene and also a priority in the plan relating to litter and dog mess.

It is proposed that Tracy Edwards-Brown, Neighbourhood Renewal Facilitator, manages the devolved budget. Applications for this money should go to her and she will be guided by the Neighbourhood Partnership plan and will also refer to councillors before decisions are made.

The NEIGHBOURHOOD COMMITTEE RESOLVED:-

- (a) That the unspent Clean and Green budget is re-assigned to address Environment issues identified in the Neighbourhood Partnership Plan 2015-2018**
- (b) That the devolved budget is managed by Tracy Edwards-Brown**

7.6 New Play Equipment

The Neighbourhood Partnership Co-ordinator explained that the Port will donate £5,000 to support new play equipment in the Richmond Terrace Play area.

The NEIGHBOURHOOD COMMITTEE RESOLVED:-

- (a) To note the updates on play equipment
- (b) To approve that the detailed forward plan for development of Parks/Open Spaces is developed through the proposed Parks Priorities meeting in April/May 2015 and that recommendations are brought to the NP meeting on 30 June 2015

7.7 Devolved Section 106 Monies and Community Infrastructure Levy (CIL)

The Neighbourhood Co-ordinator updated the Neighbourhood Partnership in relation to the anticipated additional Section 106 and CIL funds that are going to be available as devolved funds to the NP to support the priorities in the Neighbourhood Plan:

Section 106: Arbutus Drive - @ £9,700 open space monies;
Rockingham Park, Smoke Lane: £21,193.41 transport monies.
CIL: Napier Miles House: £5,446.80; Portway Day Centre:
£4,387.50

The NEIGHBOURHOOD COMMITTEE RESOLVED:-

To note the updates on Section 106 funds and the current CIL held by the Neighbourhood Partnership at the end of February 2015.

8. Neighbourhood Partnership Co-ordinator's Report

The Neighbourhood Partnership Co-ordinator introduced the report.

Key points raised/noted in the discussion included the following:

- (a) **NP Equalities Training** - The NP co-ordinator suggested 30 April 2015 for the NP equalities training and he will organise a venue. He is happy to include residents who are not members of the NP up to a reasonable limit.
ACTION: The NP co-ordinator to organise

- (b) **Community asset transfer of Dingle Close Tennis Courts** – Cllr Leaman outlined this. The tennis courts had run into disrepair and the local residents have formed the Sea Mills Tennis Association who wish to see the courts brought back into regular use. The Council has spent £4,000 on fencing etc. This will enable the residents to run a tennis club and get insurance from the Lawn Tennis Association. Council officers can now put in a bid for funding to develop a sports facility and this could include a football pitch. The asset transfer is in progress.

The NP approved the Community Asset Transfer of the Tennis Courts

ACTION: The Neighbourhood Co-ordinator to inform John Bos

- (c) **Libraries Consultation**

It was pointed out that the public meeting in respect of the Libraries for the Future will be held on **Tuesday, 31 March 2015** (and not Thursday, 31 March as incorrectly mentioned in the papers).

- (d) **Dates for meetings**

The Neighbourhood Partnership Co-ordinator circulated a hand-out with suggested revised dates Neighbourhood Partnership and Forum meetings 2015/16. See Appendix A for details.

- (e) **Consultation on Lawrence Weston Neighbourhood Development Plan**

Mark Pepper mentioned that Lawrence Weston Neighbourhood development plan is out for consultation – see website www.ambitionlw.org or visit Ridingleaze House, Lawrence Weston Community Centre or Five Ways Bungalow.

The NEIGHBOURHOOD PARTNERSHIP AGREED:

- 1. To note the summary from the February Neighbourhood Forums**
- 2. To note the Avonmouth Air Quality meeting report and the summary report produced by the Environment Agency**
- 3. To note the development activities which have contributed to the draft Neighbourhood Partnership Plan 2015-2018**
- 4. To approve the recommendation to hold a Neighbourhood Partnership Plan Review in early 2016**
- 5. To agree the 30 April 2015 for the Neighbourhood Partnership Equalities training**
- 6. To note the public meeting confirmed for 31 March 2015 in respect of the Phase 2 Libraries for the future consultation**
- 7. To support the proposed Community Assets Transfer of Dingle Close Tennis Courts**
- 8. To agree the revised dates for the Neighbourhood Partnership and Neighbourhood Forum meetings and to note the deadlines for the Wellbeing fund.**

9. Avonmouth and Kingsweston Neighbourhood Partnership Plan 2015-2018 Draft

The NP Co-ordinator introduced an updated version of the draft of the above and copies were handed out. He explained that he wanted to look at this with the Neighbourhood Partnership in a workshop style session. The participants broke down into informal groups and were asked to discuss the following issues:

- (a) Vision – the NP Co-ordinator had suggested two options for the Vision and is asking the Neighbourhood Partnership to decide which Vision they would like to adopt
- (b) The Neighbourhood Partnership needs to think about whether they want to continue with the budget divisions that have been used in the past eg Highways, Clean and Green for the next year; whether it wants to have a £20,000 Wellbeing pot over the next year and whether it

wants to maintain those budgets for at least the next year. These can be revised in spring 2016.

- (c) If the Neighbourhood Partnership wants to have a Wellbeing fund, does it want to use the old criteria or the new criteria suggested?

Below is a summary of the key issues and the discussion that followed: -

- (a) It was highlighted that the first Vision does not mention other partners eg the City Council, the Police etc. The NP prefers the shorter version of the Vision, taking out the 'by delivering' section (this can go into the Background section).
ACTION: The Neighbourhood Co-ordinator to amend the NP Plan
- (b) It was recommended to have a wellbeing fund at a minimum of £20,000
- (c) The NP felt that the partnership needs to engage more of the local community and wider range of ages. The local events and activities should appeal to a wider range of people.
- (d) There should be a priority around work and getting people into work as a Wellbeing Fund criterion
ACTION: The Neighbourhood Co-ordinator to combine and draw up the Wellbeing Criteria

The NEIGHBOURHOOD PARTNERSHIP AGREED:

- (a) To have a wellbeing fund at a minimum of £20,000
- (b) In relation to the draft plan:
- to support the priorities outlined
 - to accept and review the draft plan at the AGM on 30 June 2015 at 7pm

10. Date of next meeting

It was noted that the next NP meeting would be held on Tuesday, 30 June 2015 at 7pm (venue to be confirmed) (The meeting finished at 9.05pm)

Chair

Avonmouth and Kingsweston Neighbourhood Partnership Key Dates 2015/2016

Date of Meeting	Type of Meeting
Tuesday 28th April 2015, 6.30pm	Avonmouth Forum
Wednesday 6 th May 2015, 6.30pm	Lawrence Weston Forum
Monday 11 th May 2015, 6.30pm	Sea Mills Forum
Tuesday 9 th June 2015, 6.30pm	NP Pre-meeting
Tuesday 30th June 2015, 7pm	Neighbourhood Partnership
Thursday 3 rd September 2015, 6.30pm	Avonmouth Forum
Monday 14 th September 2015, 6.30pm	Sea Mills Forum
Wednesday 9 th September 2015, 6.30pm	Lawrence Weston Forum
Tuesday 1st September 2015, 6.30pm.	NP Pre-meeting
Monday 21st September 2015, 7pm	Neighbourhood Partnership
Thursday 29 th October 2015, 6.30pm	Avonmouth Forum
Monday 2 nd November 2015, 6.30pm	Sea Mills Forum
Wednesday 11 th November 2015, 6.30pm	Lawrence Weston Forum
Monday 16 th November 2015, 6.30pm	NP Pre-meeting
Wednesday 9th December 2015, 7pm	Neighbourhood Partnership
Tuesday 9th February 2016, 6.30pm	Avonmouth Forum
Monday 22 nd February 2016, 6.30pm	Sea Mills Forum
Wednesday 24 th February 2016, 6.30pm	Lawrence Weston Forum
Tuesday 1 st March 2016, 6.30pm	NP Pre-meeting
Tuesday 22nd March 2016, 7pm	Neighbourhood Partnership

SCAF Community Safety Group meetings:

Thursday 26 March	11 – 12.30pm
Thursday 7 May	11-12 noon
Thursday 18 June	11 – 12.30pm
Thursday 23 July	11-12 noon
Thursday 3 September	11 – 12.30pm
Thursday 15 October	11-12 noon
Thursday 10 December	11 – 12.30pm

Wellbeing Deadlines

Applications Deadline	Assessment dates
Monday 1 st June 2015	Tuesday 9th June 2015
Monday 17 th August 2015	Tuesday 1st September 2015
Monday 9 th November 2015	Monday 16th November 2015
Monday 22 nd February 2016	Tuesday 1st March 2016