

## **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 3

# Minutes of the Avonmouth and Kingsweston Neighbourhood Partnership on Wednesday 9<sup>th</sup> December 2015 at 7.00pm

Venue: Shirehampton Public Hall, Station Road, Shirehampton, Bristol

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### **Councillors present:**

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

### **Neighbourhood Partnership Members**

(representing Lawrence Weston, Sea Mills, Shirehampton and Avonmouth)

Renee Slater (Neighbourhood Partnership Chair, Shirehampton)  
John Bees (Sea Mills)  
David Thomas (Shirehampton)  
Gil Osman (Shirehampton)  
Tim Scott (Avonmouth)  
Ann Hawker (Lawrence Weston)  
Mark Pepper (Lawrence Weston)  
Val Jenkins (Shirehampton)

### **Officers:**

Keith Houghton (Neighbourhood Partnership Co-ordinator)  
Jeremy Livitt (Democratic Services Officer)

### **Other attendees (including organisation where identified):**

Jon Clark – Woodland Wellbeing Project

Nicola Jay

Bob Parker

William Masters Fry

Kate Royston

Teresa Cox

John Muse

Wendie Smith

Kim Tudor

F Scott

Don Alexander

Darien Jay

Darren Harvey

**1. Welcome and introductions**

Introductions were made.

**2. Apologies for absence**

Apologies were received from Councillor Matt Melias, Val Pospischil and Anne Green.

**3. Minutes of the meeting held on the 21<sup>st</sup> September 2015 and Action Tracker**

**Agreed - that the Minutes of the meeting held on 21<sup>st</sup> September 2015 be confirmed as a correct record and signed by the Chair**

The following issues were raised from the Minutes and the Action Tracker of 21<sup>st</sup> September 2015 Meeting:

Minutes - The Area Co-ordinator advised that he had contacted the highways team concerning the Sea Mills Station and Portway Footpath and would pursue the issue of the trimming of the pathway. He also sought

clarification concerning the word “inbound” and requested that NP members write to him after the meeting to explain what this referred to.

**Action: Keith Houghton**

Action Tracker:

- (1) Gil Osman was pleased to see that the work in Shirehampton Park had now been carried out and that it looked much better.
- (2) Keith Houghton indicated that he would take the issue of the pros and cons of CCTV (and if they had been used successfully by other NPs) to the Lawrence Weston Forum to explore in the first instance
- (3) All Actions listed had been completed

**4. Declarations of Interest**

There were no declarations of interest.

**5. Public Forum**

There were no items received.

**6. Neighbourhood Partnership Business Activities Report**

The NP Co-ordinator introduced the report. The Neighbourhood Committee considered each of the Wellbeing Fund Applications in turn as follows:

**(a) Bristol Noise – The Noise in Lawrence Weston and Shirehampton – A Request for a Contribution to Fun Afternoon and Community Project Costs**

**Resolved – (unanimously) that the Neighbourhood Committee approves the request for £500 to Bristol Noise**

**ACTION: Keith Houghton**

**(b) Bristol Noise – The Noise in Sea Mills – Contribution to Family Fun Afternoon and Community Project Costs**

**Resolved – (unanimously) that the Neighbourhood Committee approves the request for \$500 to Bristol Noise**

**ACTION: Keith Houghton**

**(c) Café on the Square – Roof Repair and Enhancements**

The following points were made by NP members in respect of this application:

- (1) this request was in respect of dressing material works to the plastic fascias and guttering of the flat slab roof. Since the cost had seemed quite expensive, they had been asked to contact other contractors to discuss the possibility of carrying out the works for less. It was noted that Sea Mills Community Initiatives were seeking further quotations but had not yet received them;
- (2) This was an important community facility and play area and would be useful to be properly maintained;
- (3) The toilets at the site were open for public use;

At the request of the Neighbourhood Committee Chair, the Neighbourhood Partnership's views were sought on the request prior to the NC voting on the issue. The NP voted 4 in favour, 1 against expressing their support for awarding £1,500 as set out in the report.

**Resolved (unanimously) – that the Neighbourhood Committee approves £1,500 to the Café on the Square.**

**ACTION: Keith Houghton**

**(d) Shirehampton Christmas Lights – Late Application**

The NP considered a late application for the above. The Chairman of the Shirehampton Christmas Lights Group stated that his application was for £450 including £200 for Trees and £240 Contractors

Councillor Harvey introduced this application to the NP and indicated that he was disappointed to confirm that funding could not be provided under the strict criteria which operated for Wellbeing schemes and therefore the Assessment Panel could not recommend this application

for approval. David Thomas indicated that the Shirehampton Newsletter Committee had agreed that, in the event that the application was unsuccessful, they would provide £200.

**Resolved: (unanimously) - that the Neighbourhood Committee does not approve this application.**

**ACTION: Keith Houghton**

The Area Co-ordinator reminded the NP that the next deadline for submission of Wellbeing Fund Applications was in February 2016.

The following further points were made in respect of this report:

- (1) Details of the CIL funding are set out in the report;
- (2) The cost of the feasibility study at Merebank, Kings Weston Lane, Avonmouth (referred to in the section relating to devolved Section 106 monies) had still not yet been identified. The Area Co-ordinator confirmed that it was proposed to discuss this issue at a meeting of the Traffic Group in January 2016;
- (3) A task and finish group consisting of 2 Councillors and 4 residents from the NP had met to assess a request from the Chair of SCAF (Shirehampton Community Action Forum) for a grant of £5,000 but had not recommended to approve this as they did not think it would be possible to make a plausible contribution to sustaining the required post. The Working Group was thanked for the time and effort it had spent in considering this application. It was confirmed that no response had yet been received from the Health Lottery to SCAF's funding request, but that SCAF had been recently been contacted with additional questions from the potential Funder.

**Resolved (unanimously) – that the Neighbourhood Committee does not approve the request from SCAF (Shirehampton Community Action Forum) for a one-off grant of £5000.**

**ACTION: Keith Houghton**

- (4) The NP discussed the offer of an additional £1,000 funding from Lawrence Weston (Moor Road) Development and to consider how this offered funding could be spent.

Councillor Tim Leaman briefly outlined the history of this funding offer from the developer and proposed that the Neighbourhood Committee should approve funding to the Avon Club for Young People in Lawrence Weston. NP members made the following comments concerning this organisation:

(a) It had delivered youth services 4 days a week;

(b) it had struggled to operate in the past.

**Resolved (unanimously) – that the Neighbourhood Committee approves the £1,000 funding to support the Lawrence Weston Avon Club for Young People.**

**Action: Keith Houghton**

(5) The Neighbourhood Committee considered a request from Sea Mills Together for the installation of two benches in Sea Mills to the square around the Addison Oak.

**Resolved (unanimously) – that the Neighbourhood Committee approves the request to change the location of two benches to the square around Addison Oak using the £1,300 of Wellbeing funding already approved.**

**Action: Keith Houghton and Tracey Edwards-Brown**

(6) The Neighbourhood Committee considered a request for between £200 and £500 to cover the cost of the installation of a bench for Sea Mills to be covered by the remaining Clean and Green budget for Sea Mills.

**Resolved (unanimously) that the Neighbourhood Committee approves £200 to £500 from the remaining Clean and Green budget for Sea Mills to cover the cost of the installation of an additional park bench.**

**Action: Keith Houghton**

(7) The Neighbourhood Partnership considered the proposed dates for meetings for 2016/17.

**Resolved: that the Neighbourhood Partnership approves the proposed dates for 2016/17 NP meetings as set out on Pages 32 and 33 of the report:**

**Thursday 30<sup>th</sup> June 2016, 7pm; Monday 26<sup>th</sup> September 2016, 7pm**

**Wednesday 14<sup>th</sup> December 2016, 7pm; Wednesday 22<sup>nd</sup> March 2017, 7pm**

**Action: Keith Houghton to confirm and arrange meeting venues**

In addition to the decisions made above,

**RESOLVED:**

**(1) that the NP notes the update on delivery of the Parks improvements approved at June NP using the Old Barrow Hill Section 106 Item 2;**

**(2) that the legal information in Item 4 be noted and due regard be given to Public Sector Equality Duty and the information in 1.5;**

**(3) that the NP notes the latest S106 contributions and CIL contributions information and new CIL money ;**

**(4) that the NP notes the reminder about the additional devolved Neighbourhood Budget monies (£10,484) in Item 6.**

**Action: None**

## **7. Mayor's Port Communities Resilience Fund**

The Area Co-ordinator introduced the statement which has been drawn up following discussions between Ward Councillors and the Mayor on the areas of focus for use of the £1 Million which the Mayor has agreed will deliver benefits to the areas covered by the new Avonmouth and Lawrence Weston ward. He advised the NP that the scheme was being driven via the Place Directorate.

The following points were made by NP members in respect of this item:

- (1) Whilst it was acknowledged that the funding would be obtained from capital receipts. NP members noted that it was likely that revenue funding would also be required to deliver work around jobs and employment. £1 Million Capital funding would generate additional funding;
- (2) Consideration should be given to using this funding for particular community facilities, such as a suitable library in Shirehampton;
- (3) The Mayor needed to acknowledge that revenue funding would be required. Match funding created additional issues which would need to be resolved, such as procurement;
- (4) This is the Mayor's vision – there had been attempts to persuade him to change it but these had been unsuccessful so far. Its delivery would be important. It was not clear how work that had been carried out on employment and opportunities in the neighbourhood already fitted in with this vision. The role of stakeholders also needed to be clarified;
- (5) There was a risk that without sufficient resources it could unravel.

**RESOLVED: that the following comments from the NP be passed to the Mayor:**

- (1) can the Mayor confirm why the funding for this scheme is identified as capital rather than revenue;**
- (2) when will the NP be advised of the plan for this scheme and how will the NP be involved in the process?;**
- (3) What work would be carried out to scope out match funding and how would options be brought to a wider stakeholder group?;**
- (4) that the Mayor be invited to attend the 22<sup>nd</sup> March 2016 NP meeting to answer questions concerning the scheme.**

**ACTION: Keith Houghton**

## **8. Lawrence Weston Hub Update**

The Ambition Lawrence Weston Development Manager introduced a report back on progress delivering the Lawrence Weston Hub which was a cornerstone project in the Lawrence Weston Community Plan. He also advised about instances in which the NP could provide support to assist in its delivery. He made the following points:

- (1) The GP surgery was leased up to 2018. Work was taking place with the Pharmacy and options for the provision of Library Treatment Rooms and the Dance Studio were being considered;
- (2) The Planning Application had recently been approved;
- (3) £1.7 Million had been received from the NHS Community Infrastructure Fund for this project. £500,000 is being sought from the Reaching Communities Fund – the project is estimated at £4 to £ 5 Million;
- (4) The Local Authority could potentially contribute funding to improve the library provision element. The Hub is looking to the City Council to support the project financially;

**Resolved – that a letter is sent to the Mayor on behalf of the NP expressing strong support for the Lawrence Weston Hub, in particular the proposed medical facilities and clarifying whether or not the £2 Million revenue from the sale of the college site will be put back into this project.**

**ACTION: Mark Pepper/Renee Slater**

## **9. Avonmouth and Kingsweston Green Capital Feedback**

The NP received a presentation on the Forest of Avon Trust which was one of the Green Capital Projects that had been funded for delivery in Avonmouth and Kingsweston during 2015 as follows:

### Forest of Avon Trust

Jon Clark explained that he was the Director of this body and was involved in the Woodland Wellbeing Project which had been established to promote woodland activities with adults with learning difficulties. He made the following points:

- (1) Individuals who had low to medium term mental health needs, such as depression had been involved;
- (2) Bodies such as Public Health Bristol and the Lawrence Weston Community Farm were involved;
- (3) Whilst it was unfortunate that, from the 10 cases that had been referred to the Trust, only 2 had attended and only 3 had attended all 6 events, the feedback received from one of the people who did attend showed the great value that they had received from it. This would have a

subsequent impact on the need for individuals to take anti-depressants which would also help with NHS costs.

NP members made the following points:

- (4) Consideration should be given to introducing this scheme to other areas of the city and to other bodies such as the Milestone Trust;
- (5) Funding through other sources should be considered. In addition, it was important to promote volunteering as a means for embedding the scheme when funding ran out;
- (6) Access to the local nature reserve in the area was therapeutic;
- (7) Southmead were developing a social prescribing project. The Clinical Commissioning Groups would be an appropriate body to seek funding in this area.

It was noted that David Martyn had not attended to give a presentation concerning the Kingsweston Action Group.

**Resolved – that the presentation be noted.**

**ACTION: Not applicable.**

## **10. Avonmouth and Kingsweston Neighbourhood Partnership Plan Update Report**

The NP Co-ordinator introduced this report setting out updates in each section of the NP Plan. He made the following points:

### **Governance Development Event**

**Resolved – that this date be fixed for Saturday 23<sup>rd</sup> January 2016.**

**ACTION: Keith Houghton**

### **Traffic and Transport Sub-Group**

**Resolved – that this date be fixed for Thursday 14<sup>th</sup> January 2016.**

**ACTION: Keith Houghton**

## **SevernNet Working Coastal Communities Team**

The NP noted that the Port, Portbury and South Gloucestershire were putting together a plan for this coastal area which was likely to meet in January 2016 and then again for an event in March 2016.

**Resolved: that Anne Hawker be chosen as a representative of the NP to serve on this Team.**

**ACTION: Keith Houghton**

## **Reduction of the Sale and Use of Drugs**

**Resolved: that the NP supports the proposal from the Henbury, Brentry and Southmead NP to join together to invite the Police and Crime Commissioner to attend a public meeting to explore the impact of drugs dealing in North communities and why drugs have been removed as one of her priorities.**

**ACTION: Keith Houghton**

## **Anti-Social Behaviour in Lawrence Weston**

The NP noted that this issue had been discussed at the Neighbourhood Delivery Team and that a Problem Solving Plan (PSP) is now being developed to support carrying out work with the individual young people involved in ASB in this area.

**Resolved – that youth providers be requested to provide information concerning the progress of the PSP work on this issue and the output arising from it.**

**ACTION: Keith Houghton – to provide for the next meeting on 22<sup>nd</sup> March 2016.**

## **NP Focus on Avonmouth Village**

The NP noted the work being carried out on this area. The Area Co-ordinator indicated that, if the NP was happy that this resource should continue to be provided for this area, he would provide an update on progress at the Summer AGM 2016.

NP members made the following points:

- (1) It was important that the residents should not become too reliant on the Area Co-ordinator and should take control of this project. The AC confirmed that this was already happening through the Community Plan
- (2) Avonmouth Football Club needed support.

## **The Second CityWide Neighbourhood Partnership Event On 24<sup>th</sup> October 2015 At the MShed**

It was noted that Mark Pepper had contributed to a popular workshop at this event which was leading on Community Plans.

## **New Approach To Voluntary and Community Sector Grant Funding**

The Area Co-ordinator encouraged all members of community groups to engage in the consultation process.

## **Joint Spatial Plan and Joint Transport Study**

The NP noted details of the website and contact information. It was also noted that there would be an event for NPs in January 2016 and that the closing date for comments is 29<sup>th</sup> January 2016.

## **NP Membership Changes**

The NP noted that Andy Hollick had given notice that he would be standing down from the NP as a Voluntary Sector member.

**Resolved – that the NP writes to Andy Hollick to thank him for his contribution to the NP.**

**ACTION: Renee Slater/Keith Houghton**

### **Evening Post – Articles About Neighbourhood Partnerships**

An NP member expressed concern that there were a lack of articles in the Evening Post on NPs. It was noted, however, that local Newspapers did more frequently feature articles. In addition, the NP Chair had done a Radio Article on 23<sup>rd</sup> November 2015.

**Resolved –**

- (1) that the Communication Outline at Appendix 1 Bristol City Council's Publicity Team be approved as a framework which can guide the development of local communication work;**
- (2) that Bristol City Council's Publicity Team be requested to look at this issue and that it also be considered at the Governance Group meeting scheduled for Saturday 16<sup>th</sup> January 2016.**

**ACTION: Keith Houghton**

### **11. Any Other Business**

None.

### **12. Date of Next Meeting**

It was noted that the next meeting would be held at 7.00pm on 22<sup>nd</sup> March 2016 Wednesday 9<sup>th</sup> December 2015 at St Andrews Hall, Avonmouth Road, Avonmouth (to be confirmed).

(The meeting finished at 9pm)

Chair