



**BISHOPSTON, COTHAM AND REDLAND  
NEIGHBOURHOOD PARTNERSHIP  
7PM ON MONDAY 2<sup>ND</sup> APRIL 2012  
AT NORTH BRISTOL POST 16 CENTRE  
COTHAM PARK, COTHAM BRISTOL BS6 6BU**

**PRESENT:**

**Ward Councillors**

Councillors Knott and Willingham (Bishopston Ward)  
Councillor Negus (Cotham Ward)  
Councillor Hance (Redland Ward)

**Members of the Partnership**

Alison Bromilow, Redland and Cotham Amenities Society  
Jenny Hoadley, The Bishopston Society  
Liz Kew, Local Resident  
Clive Stevens, Redland and Cotham Amenities Society (in the  
Chair)  
Hamish Wills, Sustainable Redland

**Bristol City Council Officers**

Alan Berridge, Senior Area Engineer (North)  
Lucy Fleming, Democratic Services Officer  
Andrew McGrath, Area Co-ordinator  
Mark Sperduty, Area Manager, Traffic Management

**1. WELCOME AND INTRODUCTIONS**

1.1 The Chair welcomed those present and introductions were made. He advised the attendees that the following documents had been tabled at the meeting;

- Public Forum
- Update re Actions from the Last Meeting
- Highways Draft Proposals
- Review of the Devolved Highways Process

- Update from Sustainable Redland
- Update from the Redland and Cotham Amenities Society
- Update from Sustainable Bishopston

1.2 A copy of all of the aforementioned documents could be found in the minute book and on Bristol City Council's website at the following link;

[Committee Papers](#)

## **2. APOLOGIES FOR ABSENCE**

Members were advised that apologies for absence had been received from Councillor Harrison, Councillor Townsend and Max Wakefield.

## **3. PUBLIC FORUM**

The Neighbourhood Partnership (NP) received a public forum statement from Friends of Horfield Common (FOHC). Members were advised that there had been issues with progressing improvements to the site, including the toilets, which had resulted in FOHC losing £3,250. Councillor Knott voiced his disappointment about the difficulties that had arisen regarding the toilets. He confirmed there was a process in train towards a Community Asset Transfer and Council officers were awaiting a response from Bowling Club officers to requests in relation to the proposal.

## **4. DECLARATIONS OF INTEREST**

4.1 Councillor Willingham declared that he had a non-prejudicial interest in relation to item 6 (Devolved Transport Schemes for 2012/13) because he was a resident of Springfield Avenue.

4.2 Non-Councillor Members of the NP were not required to declare interests, but to aid transparency Liz Kew asked for it to be noted that she was a member of the Good Shepherd Neighbourhood Watch scheme, which had applied for Wellbeing funding (see item 9).

## **5. MINUTES AND ACTION SHEET FROM THE BISHOPSTON, COTHAM AND REDLAND NEIGHBOURHOOD PARTNERSHIP – 25<sup>th</sup> JANUARY 2012**

5.1 The minutes were agreed to be a correct record and signed by the Chair.

5.2 Members considered the updated action sheet that had been tabled at the meeting commenting as follows;

- 5.3 Councillor Negus confirmed that he had liaised with the Highways department regarding installation of the yellow lines outside Redland Minimarket.
- 5.4 Councillor Knott advised that he had approached the Executive Member for Transport with respect to implementation of the 20 mile per hour speed limits for Bristol and was hopeful that Bishopston, Cotham and Redland (BCR) would be a candidate for early inclusion in the scheme.
- 5.5 Inspector Keith Rundle had replaced Inspector Nigel Colston as the Avon & Somerset Constabulary representative on the NP. It was noted that to date representation from Avon & Somerset Constabulary at NP/NF meetings had not been consistent, and recently there had been no police attendance at a meeting of the Cotham Neighbourhood Watch. Members commented that police officers were likely to be invited to a large number of meetings, but hoped that participation would improve in the future.
- 5.6 It was agreed that Councillor Negus would pursue the previously raised concerns about insufficient officer resources to support the NP with his Cabinet colleagues  
***ACTION: COUNCILLOR NEGUS***
- 5.7 Richard Gwyn had been appointed temporary Area Environment Officer for BCR NP, replacing Rob McGovern. Recruitment for a permanent appointment was underway, with interviews due to take place at the end of April 2012.
- 5.8 Councillor Willingham informed the NP that letters had been sent to Ministers at the Department of Transport regarding the Great Western franchise replacement.

**AGREED: That the minutes of the meeting held on 25<sup>th</sup> January 2012 be confirmed as a correct record.**

## **6. DEVOLVED TRANSPORT SCHEMES FOR 2012-13**

6.1 The NP received a report of the Service Director – Transport Services requesting agreement of the 2012/13 work programmes for:

- 1) Local traffic schemes
- 2) Footway resurfacing; and
- 3) Carriageway surface dressing

## **LOCAL TRAFFIC SCHEMES**

6.2 The item was introduced by the representative of the Service Director – Transport Services who stated that;

- 6.3 The schemes laid out within the report had been identified following discussions with ward Members and the NP's Highways Task Group, and also from concerns raised by members of the public.
- 6.4 The total sum for local traffic schemes for 2012/13 was £25,714 although schemes R1 (Archfield Road junction with Cotham Grove) and R2 (Gloucester Road junction with Longmead Avenue - see page 18 in the accompanying papers) that had been approved by the NP in 2011/12 had not yet been progressed because the NP had over committed last year. If those schemes were still to be completed the NP would need to allocate £6K from this year's budget.
- 6.5 Considerable sums could be saved by combining schemes within one Traffic Regulation Order (TRO) because a large proportion of the costs related to legal expenses. Suggestions for those schemes that were suitable for linkage were provided in the 'notes' column of the accompanying report.

6.6 The Chair opened the debate, during which Members of the NP sought clarification regarding the nature of the various proposals and commented on their preferred options. Members of the public present in the audience were permitted to contribute to the discussion. The salient points made were as follows;

- 6.7 The local traffic schemes listed on pages 18 onwards of the accompanying report were not ranked in preference order.
- 6.8 Combining TROs provided a saving of around £3K per scheme but could also lead to straightforward projects being delayed because of the need to complete feasibility studies or consultation exercises. As a general rule the more projects that were rolled into one TRO the longer it would take to progress.

6.9 Scheme T1 (Gloucester Road – between Hatherley Road and Clevedon Road) would be undertaken in two stages. The first phase, relating to the feasibility and consultation would take at least 8 months to complete so the second phase would not begin until 2013.

- 6.10 The Gloucester Road traders needed parking improvements as soon as possible, particularly in light of the possibility of a new Sainsbury's store.
- 6.11 The situation regarding the previously approved scheme to change traffic priorities at the junction of Elgin Park and Lower Redland Road (see page 20) was currently unclear because of plans to convert Redland Police Station into a school. There was a prevailing view within Bristol City Council (BCC) that Skanska (the developers) would meet the cost of the transport schemes associated with the new school, but their proposals were unlikely to mirror the plan favoured by the NP. If the scheme that had been approved by the NP was not progressed there would be a refund of £8,334, which could be reallocated at later date.
- 6.12 The absence of dropped curbs was a problem within many streets in the BCR NP area. It was hoped that a full review could take place, rather than picking individual roads (such as Tyne Road/Wolsey Road – see page 34) for progression. Bristol City Council had a central budget that could be used for dropped curbs.
- 6.13 There was an issue at Longmead Avenue because of the lack of sufficient passing places for vehicles. Also, the bend in the road created a blind spot so queuing vehicles created traffic jams, and lorries were known to speed down the narrow street. It was agreed that Alan Berridge would try to resolve the issues by;
  - 6.14 Approaching colleagues within Development Control to try to secure a S106 agreement for passing places in relation to redevelopment of the garages on Longmead Avenue; and
  - 6.15 Investigating whether double yellow lines could be placed around the junction as part of planned highways improvements to Gloucester Road.

**ACTION: ALAN BERRIDGE**

**ACTION: ALAN BERRIDGE**

- 6.16 Councillor Hance commented that she did not support scheme T5 (North Road junction with Cromwell Road), because local residents had not contacted her to report any issues. She went on to advise that the footway build out proposal (cost £15K) in relation to Scheme T7 (Effingham Road) was her personal priority because of the scale of the problems caused by speeding vehicles and high volumes of pedestrian traffic.
- 6.17 Plans were in place to provide additional funding of £1M that NPs could bid for. The exact criteria for applications had not been finalised, but Councillor Poultney, Executive Member for Neighbourhoods confirmed that match funding was likely to be one of the conditions.
- 6.18 Wellbeing funding could also be used for improvements to traffic and transport. It was suggested that this could be considered for other schemes that arose later in the municipal year.

6.19 The Chair reminded Members that recommendations (not decisions) with respect to traffic schemes had been prepared at an NP pre-meeting, where the issues had been discussed with Highways officers in great detail. The draft proposal was to approve the following schemes;

- R1 (Archfield Road junction with Cotham Grove)
- R2 (Gloucester Road junction with Longmead Avenue)
- T1 (Gloucester Road between Hatherley Road and Clevedon Road)
- T3 (Gloucester Road parking)
- T4 (Bishop Road)
- T9 (Friary Road); and
- Allocating £2,250 to minor lines and signing.

Members considered the draft proposal, commenting as follows;

- 6.20 The Greater Bristol Bus Network would shortly commence a review of the Gloucester Road Showcase Bus Route but the funding available would probably be directed at

improving bus stops, rather than implementing traffic schemes. Changes to bus stops did not require a TRO.

- 6.21 As scheme T1 (Gloucester Road parking) was split into 2 phases the NP could opt to only allocate the first part of funding out of this year's budget. If schemes T1 and T3 (Surrey Road junction) were linked within one TRO (saving £3K) then funding for T3 did not need to be allocated until the next municipal year. This plus £2.25k for minor signing and lining amounted to £19.25. It was decided that the excess £8K saved this year could be allocated towards T7 (Effingham Road) if other funding became available for the £15k scheme.
- 6.22 T2 (parking outside Co-op on Gloucester Road) would be better dealt with by way of enforcement.

6.23 Councillor Knott then took the Chair so that the decision regarding funding for the traffic schemes could be made by the Neighbourhood Committee (NC) consisting of elected Members. Councillor Hance moved that;

6.24 Schemes R1, R2, part 1 of T1, T4, T9 and funding of £2,250 for minor signs and lining be approved. The total cost of these projects would be £19.25K, and the under spend of approximately £6.5K would be reserved to put towards T7, which would be progressed if/when the funding for the Elgin Park scheme was returned to the NP.

6.25 The motion was seconded by Councillor Negus. On being put to the vote there was unanimous support. It was therefore;

**RESOLVED;**

**That schemes;**

- **R1 (Archfield Road junction with Cotham Grove)**
- **R2 (Gloucester Road junction with Longmead Avenue)**
- **Part 1 of T1 (Gloucester Road between Hatherley Road and Clevedon Road)**
- **T4 (Bishop Road)**
- **T9 (Friary Road); and**

- **Funding of £2,250 for minor signs and lining be approved.**

**The total cost of these projects would be £19.25K, and the under spend of approximately £6.5K would be reserved to put towards T7, which would be progressed if/when the funding for the Elgin Park scheme was returned to the NP.**

## **FOOTWAYS**

6.26 The representative of the Service Director – Transport Services introduced the item, advising the NP that the schemes listed on page 20 of the accompanying report were ranked in priority order. Appendix 3 to the report detailed the condition survey that had been completed by officers to identify the areas in greatest need of resurfacing.

It was noted that the NP pre-meeting had identified that progressing schemes; 1 – Kellaway Avenue (Cairns Road to Bishop Road); 2 – Cotham Brow; 3 – Colharbour Road (Greendale Road to Cossins Road) and 6 – Lansdown Road would be a sensible way to utilise the available budget of £63K.

6.27 Councillor Knott then took the chair so that the spending decision could be made by the NC. Councillor Willingham moved that;

6.28 Schemes 1, 2, 3 and 6 be progressed. He was seconded by Councillor Negus. On being put to the vote there was unanimous support. It was therefore;

### **RESOLVED;**

**That the following schemes be progressed;**

- 1 – Kellaway Avenue (Cairns Road to Bishop Road)**
- 2 – Cotham Brow**
- 3 – Colharbour Road (Greendale Road to Cossins Road)**
- 6 – Lansdown Road**

## **CARRIAGEWAY DRESSING**

6.29 The NP were advised that the schemes had been prepared by City Council officers based on city wide priorities for preventative measures.



6.30 Members requested that plans be in place to publish the pot hole report that was produced for the Executive Member for Transport. It was agreed that the most recent version of the report, which showed pot holes repaired over the last 12 months, would be circulated with the minutes from the meeting. The Chair requested that the report be provided to the NP on monthly basis and it was agreed that the suggestion would be referred to the Executive Member for Transport.

***ACTION: MARK SPERDUTY***

6.31 Councillor Knott then took the chair so the spending decision could be made by the NC. Councillor Knott moved that the officers' recommendation that schemes C1 to C6 be progressed. He was seconded by Councillor Hance. On being put to the vote there was unanimous support.

**RESOLVED;**

**That the following schemes be progressed;**

**C1 - Cotham Lawn Road**

**C2 - Dugar Walk**

**C3 - Bishop Road**

**C4 - Cairns Road**

**C5 - Harcourt Hill**

**C6 - South Road**

## **7. COMMUNITY SAFETY REPORT**

7.1 The NP noted the community safety update reports which provided a template for priorities for the area.

7.2 Members expressed concern that the reports didn't reflect the actual priorities for BCR NP, but the Area Co-ordinator confirmed that a revised version would be produced for the following municipal year.

7.3 It was confirmed that the Community Speedwatch scheme had been launched with good results.

**AGREED: That the draft report be noted and that the NP be consulted on future content.**

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

8.1 The Area Co-ordinator summarised each section of his report and invited comments and questions from Members of the

Partnership. The salient points made during the ensuing discussion were as follows;

- 8.2 Issues raised at the Neighbourhood Forums (NFs) in relation to highways should be referred to the Highways Task Group for consideration. It was agreed that a column be added to the NF reports to detail the action that had been taken in respect of each issue.

***ACTION: ANDREW MCGRATH***

- 8.3 Colleagues within the Area Co-ordinator's team were resolving issues raised at NF level and compiling a list of the outcomes. A draft template 'You Said, We Did' to demonstrate statistics relating to problems dealt with had been prepared, an example of which could be found on page 73 of the papers. In the future the report would be submitted to the NP for consideration so feedback on the format would be welcomed.

- 8.4 It was confirmed that the Bishopston Forum meeting on 5<sup>th</sup> March 2012 had been attended by residents of Horfield and Lockleaze because of the discussion regarding the Memorial Stadium.

- 8.5 The suggestion that the NP establish an Older Person's Working Group had been proposed. However, current Members of the NP were unlikely to have sufficient time to commit to sitting on another body so it was agreed that the May Fair and/or Celebrating Age festival be used to discuss the potential working group with interested parties, with a view to recruiting members.

***ACTION: TO BE CONFIRMED***

- 8.6 Consideration should be given to improving engagement with young people. The NP's Community Development Officer had been promoting the work of the Partnership via visits to Cotham and Redland Green Schools, but it was also suggested that the NP could use existing mechanisms, such as the Youth Parliament, to seek the views of young residents.

***ACTION: ANDREW MCGRATH***

- 8.7 It was noted that Nick Clark had asked that consideration of his request to join the NP be deferred until the next meeting (on 18th June 2012).

- 8.8 The NP were reminded of various outstanding S106 contributions that had not yet been allocated (see page 65). It was confirmed that the £8,683.19 that was available for the improvements of parks and open spaces (excluding allotments) within 1 mile of Gloucester Road had to be spent by 31<sup>st</sup> January 2013 or the funding would be lost. It was agreed that as there was no established NP procedure for allocating S106 funding a temporary process should be adopted specifically for processing the aforementioned budget. This would be best achieved by asking the local parks groups to submit bids by a specified date, which allowed plenty of time for decision making/spending prior to the deadline.

***ACTION: ANDREW MCGRATH/ALISON BROMILOW***

- 8.9 It was suggested that the BCR NP area lacked sufficient green space so innovative suggestions regarding new play/green areas should be considered.
- 8.10 The Area Co-ordinator clarified the situation regarding the £63,817.98 S106 contribution for improvements to the community centre facilities at Sefton Park Youth Centre. He advised that negotiations were underway with the contributing developer because the Youth Centre had been replaced with Sefton Park School. It was hoped that an agreement to change the nature of the allocation could be reached.
- 8.11 It was noted that schemes referred to on page 67 of the papers in relation to footway resurfacing on Chandos Road and Queens Drive had been completed.
- 8.12 It was agreed that a further public meeting to consider the planning application in relation to the new school at the former Redland Police Station would be arranged by the Area Co-ordinator.

***ACTION: ANDREW MCGRATH***

- 8.13 The NP was advised that the total remaining Wellbeing fund was currently £16,30613, but that if the recommendations for further Wellbeing spending (see page 77) were approved the total would be reduced to £9,401.51. Unspent funding would be carried forward to the next municipal year. If the funding of £2,500 that had been allocated to the suspended scheme for toilets at The Aardagh be returned to the NP the budget would be increased accordingly.

- 8.14 It was agreed that the Area Co-ordinator would arrange for the dates of all scheduled NP and NF meetings to be available on the Bristol Partnership website.

***ACTION: ANDREW MCGRATH***

- 8.15 Members were advised that a meeting to enable NPs to consider the Youth Links tendering process would take place on Saturday 14<sup>th</sup> April 2012 at @Bristol (not Bristol Cathedral Choir School as stated in the papers). The organisers hoped that 2 local residents and 2 Councillors from each NP area would attend the meeting. Expressions of interest should be referred to Andrew McGrath.

***ACTION: ALL***

- 8.16 The Area Co-ordinator confirmed that he was looking into establishing a mechanism to enable ward issues reported direct to the City Council's Customer Services Centre to be included within the NP's reports.

***ACTION: ANDREW MCGRATH***

**AGREED: that the written and verbal updates be noted.**

## **9. RECOMMENDATIONS FOR THE ALLOCATION OF THE WELLBEING FUND**

9.1 The Partnership received a report from the Chair of the Grants Task Group detailing recommendations for allocation of the Wellbeing Fund following applications from community groups.

9.2 Jenny Hoadley presented the report, advising the NP that in future the Grants Task Group would submit reports on a bi-annual rather than quarterly basis due to the considerable time involved in assessing the applications.

9.3 Councillor Knott took the chair for the discussion of the various recommendations contained within the report as allocation of the Wellbeing funding was a spending decision that could only be made by elected Members (the NC). The debate that took place could be summarised as follows;

- **9.4 Aardagh Bowling and Sports Club – £738**

The application was for half of the funding, with the remaining being sought from the Horfield and Lockleaze NP. BCC officers had recommended that the proposal to update the CCTV equipment be deferred. However, Members agreed

that there was no compelling reason to delay the decision providing that the new equipment had been approved by Avon & Somerset Constabulary, and Horfield & Lockleaze NP were willing to allocate their share.

- **9.5 Friends of Horfield Common - £950**

The NP noted that the application for Friends of Horfield Common's annual picnic had been submitted due to the organisation's depleted resources following suspension of the toilets project.

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- **9.6 APE Partnership - £1536**

- 9.7 The original application had not included full details of the proposal, but it transpired that the plan was to provide a 2 hour play session, 42 weeks a year, from a mobile truck. Activities were aimed at 8-13 year olds and included cooking and crafting. Two trained members of staff would manage the scheme.
- 9.8 APE had initially requested £5K of funding but the Grants Task Group opted to recommend allocation of only £1536 because the remainder would be used for staffing costs. The organisers had confirmed that the scheme would not proceed if they were unable to obtain the other £3464 from elsewhere.
- 9.9 It was not sufficiently clear why Cotham Gardens had been identified as the host park in favour of others in the BCR NP area.
- 9.10 The Parks department, local parks group and residents should be consulted before the scheme be approved.
- 9.11 APE had in the past been commissioned by Bristol City Council to provide play schemes, but there had not been sufficient time to obtain feedback on their performance.
- 9.12 The organisers didn't plan to seek a parental contribution from those who used the scheme, which was surprising because BCR was a relatively affluent area.

- 9.13 Until the Bristol Youth Links projects were commissioned it would be unwise to allocate funding to a play service.
- 9.14 The decision should be deferred to enable Jenny Hoadley and Andrew McGrath to investigate the various concerns raised.

***ACTION: ANDREW MCGRATH/JENNY HOADLEY***

- **9.15 Cotham Primary School PTFA - £500**

There was universal support for the proposal.

- **9.16 Good Shepherd Neighbourhood Watch - £283**

All Members were in favour of the scheme.

- **9.17 Redland Green Community Group - £397.62**

It was noted that the organisation had also applied for £100 for start up costs, but the Grants Task Group recommended refusing that part of the application because those costs should be covered as part of the organisation's membership fees.

- **9.18 Salom Shalom Media - £500**

The NP was advised that Ashley Down Primary School and St Bonaventure's Catholic Primary School had both confirmed they wished to participate in the project.

- **9.19 Playing Out - £2,000**

It was suggested that communication between various community groups that provided services for children should be encouraged to ensure play equipment was being shared more effectively.

- **9.20 La Leche League and Make Your Home Eco**

The recommendations to reject the applications from La Leche League and Make Your Home Eco were ratified by the NC for the reasons outlined within the report.

**RESOLVED;**

- 1. That £738 be provided to the Aardagh Bowling and Sports Club for new CCTV equipment, subject to the equipment being approved by Avon & Somerset Constabulary, and Horfield & Lockleaze NP providing match funding (moved by Councillor Knott, seconded by Councillor Hance – unanimous support); and**
- 2. That £950 be allocated to the Friends of Horfield Common for the Jubilee Picnic (moved by Councillor Willingham, seconded by Councillor Knott – 3 Members in favour and one abstention); and**
- 3. That the decision regarding whether to grant £1536 to the APE Partnership be deferred to enable investigation into the concerns raised about the scheme, specifically in relation to proposals for additional services to be provided via the Youth Links project (moved by Councillor Negus and seconded by Councillor Willingham – unanimous support); and**
- 4. That £500 be allocated to Cotham Primary School PTFA for wildlife equipment (moved by Councillor Hance, seconded by Councillor Willingham – unanimous support); and**
- 5. That £283 be provided to the Good Shepherd Neighbourhood Watch Scheme for barriers and banners in Queens Drive (moved by Councillor Hance, seconded by Councillor Willingham – unanimous support); and**
- 6. That £397.62 be donated to the Redland Green Community Group for plants and materials (moved by Councillor Hance, seconded by Councillor Negus – unanimous support); and**
- 7. That £500 be allocated to Salom Shalom Media to fund a cultural awareness project within local schools (moved by Councillor Negus, seconded by Councillor Hance – unanimous support); and**
- 8. That £2000 be issued to Playing Out to fund creation of on street playing areas (moved by Councillor Negus, seconded by Councillor Hance – 2 Members**

in favour and 2 abstentions; and

**9. That the applications from La Leche League and Make Your Home Eco be rejected (moved by Councillor Negus and seconded by Councillor Hance – 3 Members in favour and 1 abstention).**

## **10. MEMBERSHIP CONSTITUTION**

The report relating to the annual review of the NP's membership on 18th June 2012 was noted.

**AGREED: That the report be noted and that the decision relating to the membership of the NP for 2012/13 be made by the NC at the annual meeting on 18<sup>th</sup> June 2012.**

## **11. TASK GROUPS UPDATES**

11.1 There was a general discussion regarding project management processes within Bristol City Council, which was prompted by the planned installation of two trees at the entrance to the Gloucester Road following a donation by the Governors of Colston Girl's school. Members were frustrated that there appeared to be limited co-ordination between departments, which seemed to operate as if they were separate organisations. Councillor Poultney confirmed that he was looking into the matter relating to the tree pit and would update the NP as soon as he was able.

***ACTION: COUNCILLOR POULTNEY***

11.2 The recommendations outlined on page 85 in relation to the role of the Area Environment Officer (when appointed) and the Gloucester Road Street Scene Group were supported by the NP.

11.3 The updates from Sustainable Redland and Sustainable Bishopston that were provided as tabled documents were noted.

**AGREED: That the updates be noted.**

## **12. ANY OTHER BUSINESS**

There was no any other business.

## **13. DATE OF THE NEXT MEETING**

It was noted that the next meeting of the Bishopston, Cotham and Redland Neighbourhood Partnership would take place at 7.00pm on 18<sup>th</sup> June 2012 – venue to be confirmed.



(The meeting ended at 9.50pm)

CHAIR