

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

**MEETING OF THE CABOT, CLIFTON AND CLIFTON EAST
NEIGHBOURHOOD PARTNERSHIP
18TH MARCH 2013 AT 7.00 P.M.**

PRESENT:

Members of Partnership

Malcolm Baker – Clifton Down Residents Association (CDRA)
Sharon Baker - Clifton & Hotwells Improvement Association (CHIS)
Mary Bannerman – Castle Park User Group
Fraser Bridgeford - Friends of Brandon Hill (FBH) & NP Chair
Councillor Trevor Blythe (Clifton)
Councillor Simon Cook (Clifton East)
Councillor Barbara Janke (Clifton)
Julian Jones (Co-Chair Cabot Forum)
Mary Lehan – Clifton Women’s Institute (CWI)
Councillor Christian Martin (Clifton East)
Keith Rodgeron – Oakfield Residents Association (ORA)
Maggie Shapland – Clifton & Hotwells Improvement Association (CHIS)
John Rippon – Equalities Rep
Wendy Pollard – Richmond Terrace Residents Association
Nicolette Vincent – Brandon Hill Residents Association
Ben Appleby – Cabot Forum Co-Chair
Pauline Allen – Kingsdown Conservation Group
Councillor Alex Woodman (Cabot)

Bristol City Council Officers

Nick Christo - Area Co-ordinator (07585 909030)
Patricia Jones - Democratic Services Officer (0117 92 22883)
Neil Terry – Area Manager Transport (0117-90-36824)

ROLLING ATTENDANCE

	26 th June	22 nd October	31 st January	18 th March
Ward Councillors				
Trevor Blythe	P	P	P	P
Simon Cook	A	P	P	P
Barbara Janke	A	P	P	P
Christian Martin	P	A	P	P
Alex Woodman	A	A	A	P
Mark Wright	P	P	P	A
Partners				
Pauline Allen (KCG)	P	A	P	P
Ben Appleby (Cabot Forum Co-Chair)	A	A	P	A
Malcolm Baker (CDRA)	P	P	P	P
Sharon Baker (CHIS)	P	A	A	P
Mary Bannerman (CPUG)	P	P	P	P
Fraser Bridgeford (FBH)	P	P	P	P
Rosemary Chamberlin (CHBLB)	P	A	A	A
Linda Ewles (HRA)	P	A	A	A
Dennis Gornall (HCCA)	P	P	A	P
Julian Jones (Cabot Forum Co-Chair)	P	P	A	P
Mary Lehane (CWI)	A	P	A	P
Peter Newberry (Governor)	A	A	A	A
Wendy Pollard (RTRA)	P	A	P	P
John Rippon (Equalities rep)	P	A	P	P
Keith Rodgerson (ORA)	P	A	P	P
Keith Rundle (Police)	A	P	A	A
Maggie Shapland (CHIS)	P	P	P	P
University of Bristol			A	
Colston Vear (WUF TA)	P	P	A	P (sub)
Nicolette Vincent (resident)		A	P	P
Richard Whitburn (Clifton Forum Chair)	P	P	A	A
Anne White (RHARA)	P	P	A	A
Jerry Woods (RPRA)	A	A	A	

1. WELCOME AND INTRODUCTIONS

The Chair opened the meeting and introductions were made.

2. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Wright, Rosemary Chamberlin, Ben Appleby and Deborah White.

3. MINUTES – 31ST JANUARY 2013

AGREED

That the minutes of the meeting of the Cabot, Clifton and Clifton East Neighbourhood Partnership held on 31st January 2013 be confirmed as a correct record and signed by the Chair subject to the following amendments:-

Page 11 – final bullet, delete the word “residents”.

Page 13 – Pembroke Road - £12,000 to be replaced with £20,000.

4. DECLARATIONS OF INTEREST

None,

5. DEVOLVED TRANSPORT SCHEMES - SURFACE DRESSING

Neil Terry, Area Transport Manager presented the report. Below is a summary of the discussion and key issues agreed:-

- The NP agreed the following programmes for carriageway surface dressing in 2013/14 – Back of Kingsdown Parade (£2,795) and Host Street (£1,075)
- It was noted that footway maintenance schemes would be delayed until later in the year with an update provided to the June meeting. The Traffic & Transport Sub-Group would be kept informed of developments.

- The NP noted the backlog in delivering local traffic schemes arising from staff shortages and the amount of schemes agreed by NPs across the city.
- The NP noted the schemes that would be delivered across the Clifton and Cabot areas in 2013/14 set out in the table at page 19. Missing from the table was the Woodland Road pedestrian improvement scheme approved at the last meeting following a recommendation from the sub-group. Detailed discussion followed in relation to what was agreed at the last meeting and how this scheme should proceed. It was suggested that a scheme involving a raised platform was insufficient given this would only slow traffic and not stop it. Dennis Gornall pointed out that a raised platform was the preferred option of the sub-group as agreed by the Neighbourhood Partnership and Neighbourhood Committee at the last meeting and reflected in the MInutes. He explained that a zebra crossing had been ruled out by the Traffic Team for design reasons.
- Neil Terry drew attention to the following:
 - It may not be feasible to position a zebra crossing on the desire line at this particular location.
 - It would be necessary to re-cost and carry out more design work if the NP wished to proceed with a zebra crossing.
 - Officers would recommend a raised platform - this would slow traffic and reduce speeds dramatically.
- Councillor Cook would establish if the University was still prepared to part fund the scheme if it went ahead with a raised platform.
- Councillor Janke offered to raise the staffing issues in the Traffic Team at a Cabinet meeting.
- It was still anticipated that the Woodland Road scheme would be completed in 2013/14 because the other schemes on the list were relatively small. Pembroke Road would not be implemented until early 2014/15.

In conclusion, the NP considered the officer request for a pause in decision making for 2013/14 to enable existing schemes to be completed. However there was concern that this would exacerbate the problems and it was agreed that the process needed to be clarified so the NP could make an informed decision. Officers would provide the NP with an updated Work Programme of schemes that could be achieved in 2013/14 and what was likely to have to wait until the following year.

AGREED:-

- (1) That the 2013/14 programmes for carriageway surface dressing be agreed - back of Kingsdown Parade (£2,795) and Host Street (£1,075);**
- (2) That it be noted that the footway schemes would be delayed until later in the year;**
- (3) That the backlog in delivering local traffic schemes arising from staff shortages and the amount of schemes agreed by NPs across the city be noted.**
- (4) That officers provide the NP with an updated Work Programme of schemes that can be delivered in 2013/14 and schemes likely to have to wait until the following year.**
- (5) Councillor Janke offered to raise the capacity issues in the Traffic Team at a Cabinet meeting.**

6. COMMUNITY INFRASTRUCTURE LEVY (CIL) REPORT

The NP was invited to accept responsibility for decisions over the spending of devolved CIL receipts received from development taking place within the NP area (subject to priorities for spending being agreed in advance).

It was noted that that all NPs would automatically receive each CIL receipt arising from development in their respective area. However, this would increase to 25% where a Neighbourhood Delivery Plan (NDP) was in place. In the case of Section 106 contributions secured from development where planning permission had been granted before CIL was implemented, these would still be paid.

Consequently, the Council would continue to receive open space contributions for some time yet.

Information on how to introduce and implement a NDP would be discussed in a one hour session taking place on 17th April at City Hall (Sarah O'Driscoll).

On being put to the vote, the Neighbourhood Committee unanimously:-

**RESOLVED :-
that as from 1st January 2013, the Cabot, Clifton and Clifton East Neighbourhood Partnership accepts responsibility for decisions over the spending of devolved Community Infrastructure (CIL) receipts received from development taking place within the NP area (subject to priorities for spending being agreed in advance by the NP).**

7. DEVOLVED SERVICES REPORT

The AC introduced the report (agenda item no. 7) and gave a brief breakdown and update for the different categories set out in detail in the report. It was pointed out that Appendix A to the report provided a breakdown of devolved Section 106 funding accurate as at 31st January 2013, and did not include the schemes match funded through the Capital Stimulus Fund previously agreed by the Neighbourhood Committee.

Priorities for next year would be set at the next agenda briefing and would dictate how the balance of £45,000 for Parks and Open Space would be spent.

AGREED – that the report be noted.

8. WELLBEING REPORT

Tom Cook gave a brief update on the WUF Kids computer club Project. It was noted that progress was on-going but slow. The facility had not yet opened an IT club but was open to the community as a recreational space. The emphasis was now on resolving the IT aspect of the project.

The AC outlined the new grant applications submitted for consideration (agenda item no. 8).

Bristol Cathedral – replacement of garden tools and seasonal acquisition of plants and bulbs

It was agreed that this should be deferred in the absence of a representative to talk the committee through the application.

Clifton in Bloom - £1900 for travel expenses incurred by judges, presentation costs, hiring of venue and equipment

Sharon Baker gave an overview of the work carried out by Clifton in Bloom to enhance the open spaces available to the public in the Clifton area.

Business Improvement District Clifton Village - funding for the provision of fingerpost signs throughout the BID area to direct visitors to key attractions and remove the need for and risks arising from the use of A-Boards

Carl Francis-Pester spoke for the application outlining how the project would increase footfall for traders and draw attention to attractions which may not otherwise be obvious. It was emphasised that the removal of A-Boards would facilitate pedestrian access and that new signs would be aesthetically pleasing.

Following detailed discussion, the NC agreed that they were generally supportive of the application and that it should be agreed in principle. However, before making a final decision, it was agreed that it would be helpful to get comprehensive costings and confirmation that the proposed signage concurs with city-wide policy. It was suggested that 'conservation area' signage may need to be developed to support this request.

Following discussion and on being put to the vote, the Neighbourhood Committee;

RESOLVED -

(1) That the application from Bristol Cathedral be deferred in the absence of a representative to talk the committee through the application.

(2) That £1900 be allocated to Clifton in Bloom for travel expenses incurred by judges, presentation costs, hiring of venue and equipment.

(3) That the application from BID Clifton Village be approved in principle and resubmitted for final decision with comprehensive costings and confirmation that the proposed signage concurs with city-wide policy.

9. CITY-WIDE NEIGHBOURHOOD PARTNERSHIP WORKING PARTY REPORT

Dennis Gornall reported that the Working Group was supported by Voscur and its purpose was to evaluate the work of the Neighbourhood Partnerships from the perspective of voluntary and community members, including residents. The NP was invited to consider the implications of the responses to a questionnaire circulated by the Working Group in June/July 2012.

It was noted that 132 people responded to the questionnaire, 16 of which were from the CC&CE NP. Of the 16, 8 were recorded as Community Group members, 4 as resident members, plus 2 others. Attention was drawn to page 53 and the responses provided by the CC&CE NP members as compared to the overall responses across the NPs.

The NP noted the broad consistency in overall responses relating to devolved budgets, and the significantly different responses provided by CC&CE NP in relation to other matters. DG recommended focussing on 2 key areas of concern, out of which came the following recommendations:-

Recommendation 1 - that for each sub-group established by the CC&CE NP there should be an agreed membership of the sub-group. In the early stages, the NP should agree the terms of reference and action plan, such that all members of the NP, including those of the sub-group, can be clear about purpose.

This was briefly discussed and agreed by the NP.

Recommendation 2 - that the NP should, as soon as possible, develop a Communication Plan to encompass both communications within the CC&CE NP area and also between other NPs.

It was agreed that this required 3/4 volunteers to devise what might improve communication with the communities served by the NP. This could involve the local press. It was noted that other NPs had launched a community website independent of the Bristol Partnership website and the Bristol City Council webpage.

Julian Jones requested a collated list of all organisations involved in the NP and Forums.

It was agreed that BCC officers from the Communications Team would be invited to the next round of forum meetings to assist in establishing a plan and taking this forward.

AGREED:-

(1) That the Working Group's Recommendation 1, relating to the establishment of Sub-Groups, be agreed.

(2) That BCC officers from the Communications Team be invited to the next round of forum meetings to assist in establishing a Communications Plan and taking this forward.

10. NP CONSULTATION - NEIGHBOURHOOD PARTNERSHIP

The AC reported on the on-going city-wide consultation requested by the Mayor that aimed to develop NPs and bring more influence and decision-making to local communities. The NP considered the interim results of the survey running to 1st April 2013, available for completion on-line and in hard copy at the back of the room. It was noted that the purpose of the survey was to establish the things people would like more control and responsibility for in their neighbourhoods, what was working well and where improvements could be made.

It was suggested that the majority of the people who completed the survey in the CC&CE NP area (104) were likely to already know about the NP and its purpose. A mechanism was needed to get a valid response and the focus should be on those people who the NP or forums had not yet reached. The survey could be emailed out along with the news magazine Our City.

The AC stated that it was good practice to get feedback from members already involved in the NP process and that the NP should not rely on surveying new people.

It was suggested that the survey could be more branded, and should include reference to the Mayor and the details of the Executive Member responsible for its production.

Feedback was sought from the audience members who were attending the NP for the first time:-

- The arrangement of the room could be improved.
- The use of acronyms should be avoided and/or a glossary provided at the back of the room.
- Meaningful figures were essential to get a full picture
- There had been no mention of Health and Wellbeing (from a GP).

(The meeting ended at 9.05pm)

CHAIR