

## **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.**



**MINUTES OF A MEETING OF THE DUNDY VIEW  
NEIGHBOURHOOD PARTNERSHIP HELD ON  
MONDAY 30 SEPTEMBER 2013 AT 7.00 P.M.**

**PRESENT:**

**Ward Councillors:**

P. Councillor Eddy	Bishopsworth Ward
P. Councillor Quartley	Bishopsworth Ward
P. Councillor Brain	Hartcliffe Ward
P. Councillor Pickup	Hartcliffe Ward
P. Councillor Holland	Whitchurch Park Ward
P. Councillor Kent	Whitchurch Park Ward

**Other members of Partnership:**

P. Diana Porter	Resident (Bishopsworth)
P. Don Smith	Resident (Bishopsworth)
P. Bob Giles	Resident (Hartcliffe)
P. Geoff Woodburn	Resident (Whitchurch Park)
A. Mike Knight	Local business
A. Lorraine Horgan	Resident (Hartcliffe)
P. Insp. Nigel Colston	Avon & Somerset Constabulary
A. Jean Erskine	Voluntary Sector rep
A. Hannah Cheek	Equalities representative

**Officer Attendance:**

Keith Houghton	BCC Area Co-ordinator
Richard Jones	BCC Democratic Services
Tina Bond	BCC Bristol Youth Links
Neil Terry	BCC Highways & Traffic Manager, South
Emily Smith	Neighbourhood Working Co-ordinator, South
Julian Cox	BCC Area Environment Officer
Heather Williams	Community Partnership Manager, HWCP

10 members of the public were in attendance.

**01. WELCOME, INTRODUCTIONS AND APOLOGIES FOR ABSENCE**

The Chair welcomed councillors, partners and members of the public to the meeting.

**NEIGHBOURHOOD COMMITTEE ITEMS**

**02. MINUTES OF THE MEETING OF THE NEIGHBOURHOOD PARTNERSHIP HELD ON 24<sup>TH</sup> JUNE 2013**

**AGREED -**

**That the minutes of the meeting held on 24<sup>th</sup> June 2013 be agreed as a correct record and signed by the Chair.**

**Matters arising :**

**Bishopsworth Pool**

It was noted that a response had not yet been received from the Mayor's office asking him to delegate authority to the Partnership to determine the future of the pool site.

**Action: Chair**

**Quotes for Kings Head Lane and Headley Lane Parks**

The AEO has had re-quotes for both these pieces of work and they are cheaper than previous ones. Both are slightly more than the NP has in S106 money. Awaiting decision from Richard Fletcher whether a Park's mainstream budget can cover the shortfalls.

**Action: AEO to follow up with Parks Manager**

**£93K S106 monies**

The AC reported that he'd received guidance from Jim Cliffe, the S106 Obligations Manager, which outlined the limits of the area of

benefit and actions are being planned to recommend a potential scheme for the use of this funding

**Action: AC to co-ordinate recommendation**

Resident Representative Elections

The Partnership noted that work was being undertaken to look at the experience from other Partnerships across the city, in recruiting to resident reps.

**Action: AC**

Neighbourhood Working Pilot

The Area Co-ordinator circulated a summary of the results from the Neighbourhood Working Pilot held in Central and East Bristol in late 2012/early 2013.

**03. DECLARATIONS OF INTEREST**

There were no declarations of interest.

**04. PUBLIC FORUM**

None was received.

**05. FOOTWAY MAINTENANCE SCHEMES FOR 2013/14 AND LOCAL TRAFFIC SCHEMES AND CARRIAGEWAY SURFACE DRESSING UPDATE**

The Neighbourhood Partnership welcomed Neil Terry, who introduced the report of the Area Manager, Highways and Traffic, Transport Services (Agenda Item 5) relating to the various schemes for 2013/14.

During detailed discussion the following points were highlighted:

- Members sought clarification on whether discussions were held with other parts of the Council, so that works footways and roads works were co-ordinated;
- The Partnership noted that there was an aspiration for a cycle way to be provided as part of any works to Belland Drive, and that discussion need to be held with the Cycling team in order to co-ordinate works;

- In response to a question on potential works to footways in Hartcliffe, it was noted that there was a strategic budget, which also funded works on footways outside of this process. It was suggested that future reports should include reference to the strategic spending priorities in the Neighbourhood Partnership Area. It was also agreed that the works funded during the last financial year be circulated to members for information;
- Member of the public sought clarification on the how priorities were assessed particularly in relation to St Peter's Rise, as one half of the road had been repaired and a further section had not been repaired. The concrete sections of this road need more radical work to resolve the poor state of repair. **Agreed to raise in Transport Group;**
- The Partnership asked that discussions be held with the utility companies to ensure that any planned maintenance works for these footways could be co-ordinated;
- Members sought clarification on the relationship of the traffic and Transport Sub Group and the Quality Assurance Board;
- The Quality Assurance Board, of the Council, was due to reconsider the recommendations associated with the traffic scheme at Bishport Avenue. Concerns raised by Cycle team about refuge island proposals. It was noted that progress on the scheme would be sent to the Chair, and if appropriate that a letter be sent to the Quality Assurance Board in support of the scheme;
- In response to a questions, information would be circulated on timescales for removal of 20 mph signs relating to loose chippings following surface dressing repairs to roads (i.e. A38);
- In response to a resident question on timescales associated with Section 106 monies, and it was agreed that all reasonable efforts be made to ensure that funds were allocated within the timescales; and
- Footways funding discussion: the Committee agreed to put work on Belland Drive on hold for now, given the aspirations for cycleways. Agreed to divide the available budget of £63,000 50/50 between Manor Road, Vicarage Road, Dangerfield Road, Sandburrows (Bishopsworth) and Witch Hazel Road, Totshill Road, Totshill Grove, Shortwood Road, Shortwood Walk, Teyfant Road, Teyfant Walk, Lampton Avenue (Whitchchurch Park)

After discussion it was:

## **RESOLVED –**

**(1) that the 2013/14 work programme for footway maintenance to:**

- **Manor Road, Vicarage Road, Dangerfield Road, Sandburrows (Bishopsworth) £31,500; and**
- **Witch Hazel Road, Totshill Road, totshill Grove, Shortwood Road, Shortwood Walk, Teyfant Road, Teyfant Walk, Lampton Avenue (Whitchchurch Park) £31,500 be agreed; and**

**(2) that the progress on local traffic schemes and carriageway surface dressing be noted.**

## **06. DEVOLVED SERVICES REPORT**

The Neighbourhood Partnership considered a report of the Area Co-ordinator (Agenda Item No. 6) setting out the devolved services report.

During consideration, particular reference was made to:

- The Partnership noted that there had been overspend of £8,424.76, and current £6,000 of that overspend was being met centrally. It was agreed that further discussions be held by Neil Terry in order to request that the whole overspend be met centrally; **Action: Neil Terry**
- In response to the traffic regulation order at Headley Lane, works had started, and a further update would be provided to the Hartcliffe Ward Councillors;
- The Partnership noted that funding associated with Clean and Green budgets could not be carried over to the next financial year, and expenditure should be committed by 31<sup>st</sup> March 2014;
- The Area Co-ordinator reported that discussions were being held with Parks regarding shortfalls associated with Section 106 schemes at Kings Head Park (Bishopsworth) and Headley Park;
- The Partnership noted that a representative from ABUS would be attending the next meeting of the Transport Sub Group in November, to give an update on the service 52;
- Several members commented on the current arrangements for CIL, and the detrimental impact for those communities which experience little or no development. It was suggested that the proposal for the strategic element of CIL need to be weighted to areas such as the Dundry View area; and

- Discussions were being held to seek clarification under the CIL arrangements of liability of community group to pay CIL, charitable aims and any exemptions.

After further discussion it was:

**RESOLVED –**

- (1) that the completion of outstanding 2012/13 footways and 2013/14 carriageway schemes be noted;**
- (2) that the current overspend agreement with Highways and the current spend commitment from the 2013/14 Local Traffic Schemes budget (£25,714) be noted;**
- (3) that the NP considers requests for potential Narrow Estate Road schemes for Highways through the Transport Group;**
- (4) that the progress of other relevant, non-devolved budget traffic schemes being delivered by the Highways team in Dundry View in 2013/14 be noted;**
- (5) that the proposed process for producing a shortlist of potential Local Traffic Schemes for the NP to choose from in March 2014 be approved;**
- (6) that the use and spend to date of 2013/14 devolved Clean and Green budget and proposals to ensure full spend by March 2013 be noted;**
- (7) that the new lower quotes to deliver Section 106 funded Parks improvements (Kings Head Park and Headley Lane Park) and progress updates on agreed S106 Parks Budget be noted;**
- (8) that the progress on Traffic/Transport S106 projects (in particular the request to Morrisons to use underspend on the Hollisters Drive S106 for a crossing on Bishport Avenue had been declined), be noted;**
- (9) that no carryover of Wellbeing, Clean and Green and communication budgets into 2014/15 be allowed, and that the recommended plans to ensure full spend this year as set out in the report be approved; and**

**(10) that the latest position with S106 and Community Infrastructure (CIL) monies for Dundry View NP be noted.**

## **07. WELLBEING REPORT**

The Neighbourhood Partnership considered a report of the Area Co-ordinator (Agenda Item No. 7) on applications for grant funding from the wellbeing budget.

After further discussion it was:

### **RESOLVED –**

- (1) that the available Wellbeing Funding for 2013/14 be noted;**
- (2) that the AC would check the funding intentions of other NPs in regard to the Carers Project application**
- (3) that the following Wellbeing grants totaling £15,840.64 be made:**

<b>Applicant</b>	<b>Purpose</b>	<b>Amount of grant approved</b>
<b>Friends of Dundry Slopes &amp; CSV</b>	<i>Opening up and repairing footpaths on Dundry Slopes. Creating a circular walk. To work with local schools and residents to engage and use the area</i>	<b>3,700</b>
<b>Highridge United FC</b>	<i>To support the 9 football team during the 2013/14 season. The grant will cover the cost of training and trophies for the end of season awards.</i>	<b>4,100</b>
<b>New Fosseway Special School</b>	<i>To set up yoga therapy sessions for the children at New Fosseway</i>	<b>1,920</b>
<b>St Oswalds Church</b>	<i>To replace the floor covering so that a variety of community groups can continue to use the space.</i>	<b>4,000</b>
<b>The Carers</b>	<i>To support carers who need</i>	<b>1,250</b>



<b>Applicant</b>	<b>Purpose</b>	<b>Amount of grant approved</b>
<b>Project</b>	<i>some respite through offering volunteer support. The project will train volunteers.</i>	
<b>Tuesday Club</b>	<i>To support an older peoples group in providing activities for members such as a trip and art and craft activities. Part of the funding will be used to purchase a new fridge for the HBH centre.</i>	<b>870</b>
<b>Totals</b>		<b>£15,840</b>

- (3) that it be noted that the Wellbeing Fund remaining to allocate in 2013/14 will be £5,291.53;
- (4) that the Review of Wellbeing which the panel has undertaken and the success of a new assessment system for Wellbeing applications be noted. A report on proposed changes to Wellbeing will be brought to the December meeting for approval;
- (5) that the legal information which guides all decisions about Wellbeing grant funding be noted; and
- (6) that the Community First allocations, agreed at the Assessment Panel, be noted.

## **08. NEIGHBOURHOOD WORKING PRIORITIES**

The Chair welcomed Emily Smith, Neighbourhood Working Co-ordinator, South on behalf of the Partnership who asked members to consider the report (Agenda Item No. 8) setting out the Neighbourhood working priorities.

During detailed consideration of the report the following points were highlighted:

- Members were asked to consider approving the priorities as identified in the Waste Plan: flytipping hotspots, identifying new locations for litter bins and littering; and increasing recycling rates, as interim priorities, whilst further consultation work is undertaken; and
- It was anticipated that a detailed list of priorities would be considered at the next meeting of the Partnership;

After discussion it was

**RESOLVED –**

- (1) that the process for prioritisation of neighbourhood working actions be noted; and**
- (2) that three interim Neighbourhood Working Priorities from the already approved Dundry View Waste Plan be approved.**

## **9. POLICING PRIORITIES**

Inspector Nigel Colston made the following report regarding the Policing priorities for Neighbourhood Working for Dundry View.

The following points were identified:

- The Partnership noted that he was trying to achieve a synergy between Policing priorities, Neighbourhood Delivery priorities and the Neighbourhood Partnership priorities, in order that best use of the resources available;
- It was noted that 5 PCSOs located in Bristol South were funded by the City Council, and the ideal would be to have their focus on the priorities informed by the partnership, residents of the area and policing priorities informed by crime statistics.  
Inspector Colston also confirmed that whilst Bishopsworth Police station did not have a staffed reception area for more than two days per week, it was still used as an operational policing base;
- It was noted that the Neighbourhood Delivery Team had already approved a number of priorities to be taken forward over the next 18 months;
- Proposed themes for consideration as priorities would include:
  - Burglary;
  - Drugs;
  - Anti-social behaviour;
  - Hate crime; and
  - Domestic violence
- It was noted that following a series of workshops held with young people on 7<sup>th</sup> September they had identified domestic violence as their main priority;
- The Partnership received an update on the latest round of police recruitment to the Bishopsworth area; and

- It was noted that the Council would shortly be recommissioning services to tackle domestic abuse , and a number of workshops to inform the content of the specification will be held around the City. The workshop in the Dundry View area at the Withywood Centre would be held 21 October 2013 10am – 12pm , and would be focused on health issues associated with domestic abuse .

After discussion it was

**RESOLVED –**

- (1) that the update report be noted; and**
- (2) that a further report on priorities would be considered by the Neighbourhood Partnership at its next meeting.**

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

The Neighbourhood Partnership considered a report of the Area Co-ordinator (Agenda Item No. 9) detailing progress and providing updates.

During discussion, particular reference was made to the following:

- The Partnership noted that further discussions were being held regarding the possible Community Asset Transfer for Hareclive Youth Centre.
- It was anticipated that a meeting of the Youth and Play Subgroup with Learning Partnership West would be held before the end of the calendar year;
- Members held detailed discussion on the role of resident representatives, and how the vacancy in Whitchurch Park was to be filled. It was suggested that the vacancy be filled at the next meeting of the Neighbourhood forum at its meeting on 25<sup>th</sup> November 2013;
- As part of the Democracy Week the neighbourhood Partnership was being asked to put forward examples of good collaborative working, which could be used as case studies. The suggested examples were Ilchester Crescent work and St Augustine's Park work.  
**Action: AC to take forward**
- The Partnership agreed to receive a presentation outlining the outcomes and actions which are coming from the Dundry View Hate Crime and Community Cohesion report; and  
**Action: AC to arrange**

- Bristol European Green Capital 2015: agreed to refer to Pride of Place Group to consider. Discussion in meeting focused on publicising and encouraging the take up of cheaper, more sustainable energy by local people as a potential focus for Dundry View.

**Action: PoP Group to make recommend**

After further discussion it was:-

**RESOLVED –**

- (1) that the issues raised at September 2013 Neighbourhood Forum events be noted;**
- (2) that the progress on development of the Bishopsworth Pool site options be noted;**
- (3) that a further Youth and Play Sub-Group meeting be set up and information about Community Asset transport for Hareclive Youth be noted;**
- (4) that the actions taken to hold the nomination and election for NP resident members be noted and to approve the nominees (Lorraine Horgan, Bob Giles, Dianna Porter, Don Smith and Geoff Woodburn) as the members for the coming two year period, and that the Neighbourhood Forum consider how it might want to fill the Whitchurch Park Zone 1 (Polling Districts A, B and C) vacancy**
- (5) that the report on the 7<sup>th</sup> September Action Plan priorities workshop and plans for a second event in the New Year be noted;**
- (6) that the progress of the Dundry View Hate Crime/Community Cohesion Research be noted**
- (7) that the recommendation to develop local improvements to our NP be approved and the situation with the citywide NP review be noted;**
- (8) that the planned National Democracy Week event on 15<sup>th</sup> October be noted ; and**

- (9) that the invitation to take part in Bristol European Green Capital 2015 be noted and referred to Pride of Place Group for consideration.**

## **11. DATE OF NEXT MEETING**

The date of the next Dundry View Neighbourhood Partnership meeting will be held at 7.00 pm on Monday 9<sup>th</sup> December 2013 at a venue to be confirmed.

(The meeting ended at 8.45 pm)

CHAIR