

**HENBURY AND SOUTHMEAD
NEIGHBOURHOOD PARTNERSHIP**

**TUESDAY 23RD JULY 2013 AT 7.00 P.M.
AT THE RALEIGH ROOM, GREENWAY CENTRE,
DONCASTER ROAD, SOUTHMEAD**

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Ward Councillors				
Councillor M Weston (Henbury)	P			
Councillor C Windows (Henbury)	P			
Councillor B Massey (Southmead)	P			
Councillor Jenny Smith (Southmead)	P			
Resident Partner Members				
Adrian Boyce (Brentry)	P			
Bob Farmer (Brentry)	P			
Daron Devonshire	P			
Antony Skelding	P			
Rose Carr (Henbury)	P			
Chris Pratt (Henbury)	A			
Jean Sallabank (Henbury)	P			
Joan Bennett (Southmead)	P			
Pat Newport (Southmead)	P			
Ian Thornley (Southmead)	P			
Toni Webb (Southmead)	P			
Ronda Brace	A			
Deana Perry (Southmead)	P			
Alex Kittow (Southmead)	P			
Partner Agency Reps				
Mark Runacres (Avon and Somerset Police)	A			
Judith Taylor, (Health Promotion Lead, North Bristol: Bristol NHS)	A			
Vacant, Avon Fire Service	A			
Officers in attendance				
Hayley Ash, Neighbourhood Working Co-ordinator	P			
Terry Bullock, Highways and Traffic Manager	P			
Keith Houghton, Area Co-ordinator	P			
Kurt James, Acting Neighbourhood Partnership Service Manager	P			
Lynne Parfitt, Neighbourhood Development Officer	A			
Karen Blong, Democratic Services	P			

Resident attendance: 24 attendees

NEIGHBOURHOOD COMMITTEE ITEMS

1. WELCOME AND INTRODUCTIONS, APOLOGIES FOR ABSENCE

Cllr Brenday Massey took the Chair for the meeting and introductions were made.

2. NEIGHBOURHOOD PARTNERSHIP AGM REPORT

The Neighbourhood Partnership considered a report of the Democratic Services Officer (agenda item no. 2) setting out the AGM report. The following was noted;

- The universal Community Infrastructure Levy (CIL) contributions were similar to Section 106 contributions and were levied on developments within the city. Four Neighbourhood Partnership Areas had been allocated CIL money but none yet in the Henbury and Southmead area.
- The Area Co-ordinator noted that Democratic Services Officers were required to support up to six Neighbourhood Partnership (NP) meetings held on week days only. Informal NP meetings could be arranged for a Saturday but no formal decision making could take place. The meeting agreed to re-instate the Tuesday 24th September date as the next NP meeting. Cllr Smith registered her apologies for the meeting on the 24th September 2013.
- Copies of the Neighbourhood Partnership and the Neighbourhood Committee Terms of Reference were available online and paper copies made available at the meeting.

THE NEIGHBOURHOOD PARTNERSHIP AGREED –

- (1) that the NP membership be confirmed and**
- (2) that the NC and NP terms of reference and the NC financial operating framework be confirmed;**
- (3) that the devolved budgets and influence on services be noted;**
- (4) that the meeting schedule including sub-groups and forums be agreed, 24th September confirmed as the next NP meeting date;**
- (5) that the financial statement and expenditure from 2012/13 be noted; and**
- (6) that the dates for updating the NP action plan and communications plan be noted.**

3. MINUTES – HENBURY AND SOUTHMEAD NEIGHBOURHOOD PARTNERSHIP – 12TH MARCH 2013 AND 2ND JULY 2013

The NP Member considered the minutes of the meeting on the 12th March and the following was noted;

- a) Accessible Agenda Papers**
 - Agenda papers were available at a range of places, including community libraries and on the internet. A report on the Neighbourhood Partnership

Review would ask Members to consider options related to the future of NPs. A sub-group could consider the issues, including how to simplify agenda papers in the future.

- Resident, John Gornall noted that the Bristol City Council (BCC) website appeared outdated; the dates and venues of the NP meetings were not shown. Kurt James, Acting Service Manager noted that the NP website would be changing and moving to a new site. During this process information could be affected.
- Cllr Smith noted a resident complaint received which suggested that some meeting information had not arrived until the day of the meeting.

Action – The Democratic Services Officer and the Area Co-ordinator to ensure the Neighbourhood Partnership and the Neighbourhood Forum section of the Bristol City Council website is up to date.

b) Bristol Youth Links Update

- The NP agreed that a reflective meeting should be held in September to assess the success of the activities over the summer.
- Letters had not been sent to Children and Young Peoples Service Manager or the Service Director – Resources, Planning and Performance as emails to Cllr Windows had not been received.
- Cllr Smith clarified that the concerns noted in the minutes related to the removal of the youth club equipment when premises were not staffed fully.

Actions –

(1) Cllr Windows to draft letter from the NP to Children and Young Peoples Service Manager to highlight concerns related to the lack of information provided about the new programme.

(2) Cllr Windows to draft a letter to the Service Director – Resources, Planning and Performance to highlight the NPs lack of confidence in the current asset transfer process.

(3) the Area Co-ordinator to set up a Youth/Play meeting with Learning Partnership West North Manager in September 2013

c) NP Development Discussion

- Henbury & Southmead residents had returned a high number of questionnaires.
- The BS10 Parks and Planning group would like to remain independent of the NP but agreed that joint working would be appropriate for issues such as the South Gloucestershire development.

The NP Members considered the minutes of the meeting on the 2nd July 2013 and the following was noted;

d) Bristol Youth Links Delivery and Progress on Community Asset Transfer

- Specific information on Youth Links would brought to the September meeting

e) Wellbeing funding

- A summary of the total amount of money allocated to different groups would be presented to the Wellbeing sub-groups.

e) Boundary Review – Renaming Henbury Ward as Henbury & Brentry

- Cllr Weston had liaised with Liam Nevin, Service Director –Legal Services who suggested that changing boundary lines would be possible outside of an official boundary review but further information would be required to move this forward.

Action – Cllr Weston to request Liam Nevin to provide an update on the Boundary Review request.

f) South Gloucestershire Development

- The NP Members agreed it would be beneficial for the Henbury and Southmead Cllrs to attend the neighbouring NP meetings to highlight and discuss issues related to the South Gloucestershire Development
- The next meeting of the Henleaze, Stoke Bishop and Westbury on Trym Neighbourhood Partnership would be on the 26th September. A resident from Horfield suggested another meeting would be held prior to this. If possible, the AC would ensure that the item was added to the next Henleaze, Stoke Bishop and Westbury on Trym Neighbourhood Partnership agenda. Should the next meeting clash with the Henbury and Southmead NP meeting, Cllrs would attend the agenda conference to discuss the issues related to the development.
- The next meeting of the Horfield and Lockleaze NP meeting would be on the 26th September 2013. Councillors from Henbury and Southmead would attend the meeting and the AC would ensure the item was on the agenda.
- Cllr Smith suggested that archives were available that confirmed section 106 money had been set aside for the Passage Road Junction / Greystoke Road in the late 1990s. Archives were also available that confirmed that the junction on Broadbank was had been constructed without the consent of highways.
- South Gloucestershire Planning Officers had confirmed that no timetable of work was yet available. The Supplementary Planning Document (SPD) had originally been proposed for September but this had yet to confirmed. The AC suggested that local meetings should be held in September and August to discuss key issues; co-ordination with the BS10 Parks and Planning group would be essential.

Action - The AC to liaise with the Henleaze, Stoke Bishop and Westbury on Trym and the Horfield and Lockleaze ACs to request that the South Gloucestershire Development be added to the agenda of the next NP meetings.

THE NEIGHBOURHOOD PARTNERSHIP AGREED –

That the minutes of the meetings of the Henbury and Southmead Neighbourhood Partnership be confirmed as a correct record and signed by the Chair.

4. DECLARATIONS OF INTEREST

Cllr Massey referred to her role as the Cabinet Member for Children and Young Peoples Services.

5. PUBLIC FORUM

None

6. WELLBEING REPORT

The Neighbourhood Partnership considered a report of the Area Co-ordinator (agenda item no. 6) setting out the wellbeing report.

Cllrs Massey and Smith declared an interest as trustees of Southmead Development Trust and were not part of the vote on those Wellbeing grants.

The following was noted;

- The Delivery of a Community Survey by local volunteers would replicate a successful model used in Lawrence Weston. Door to door delivery and training would take place.

A Wellbeing panel had met to discuss the Kingsland URC, Henbury Orchard Garden Project on 23rd July. The panel had not proposed recommending this project for funding as the amount requested exceeded the fund remaining in Wellbeing for Henbury/Brentry

THE NEIGHBOURHOOD COMMITTEE RESOLVED –

- (1) that the current Wellbeing financial statement/budget be noted;**
- (2) that the recommendations from the Southmead Steering Group Wellbeing Assessment Panel be approved and the applications not recommended for funding be agreed;**
- (3) that the recommendations from the Henbury/Brentry Wellbeing Assessment Panel be approved and the applications not recommended for funding be agreed ;**
- (4) that the contributions which the projects recommended for funding make to fulfil the public sector equality duty be noted;**
- (5) that the legal information which guides all decisions about Wellbeing grant funding be noted;**
- (6) that the decisions made about the 2013/14 Community First Funding be noted; and**

(7) that the deadline for the next round of Wellbeing and Community First Funding be noted.

7. DEVOLVED SERVICES REPORT

The Neighbourhood Partnership considered a report of the Area Co-ordinator (agenda item no. 7) setting out the devolved services report.

Carriage Way Surface Dressing

- Work had been delayed due to the weather but would now begin on 14th August 2013.
- Additional Government money had been made available for Pen Park and Henbury Road.
- Work would be completed relatively quickly and roads would only be closed for a short period of time.
- Surface work on Wigton Crescent in Southmead required a different approach – stabilisation of the concrete structure and re-surfacing. The work had been ordered but times scales had not yet been provided.

Footway Resurfacing 2012/13 programme

- All work had been complete.

Local Traffic Schemes

- Traffic Regulation Orders (TRO) were a legal requirement. Consultation had been complete and work formally advertised. Any objections received would need to be considered.
- A bus shelter would be included on Greystoke Avenue near the junction of Dunmail / Eastleigh Roads.

Approved Infrastructure Projects

- The St Monica's Millpool bus shelter would be installed in September 2013. This would be an upgrade from the original proposition, with a larger raised platform.

Terry Bullock (TB), Highways and Traffic Manager apologised for the delays in work which had been the result of increased work loads since the inception of Neighbourhood Partnerships and the loss of staff members. All work would be completed by the end of the financial year - Halcrow contractors are undertaking delivery of a number of outstanding pieces of work to ensure this delivery date. Work would continue to improve communication between the Highways and Traffic Department and the Neighbourhood Partnerships.

The following comments were made:

- NP Members reiterated that work delays were frustrating for residents and Members.
- Cllr Weston referred to the overall Council underspends and the concern that unallocated funding would be re-allocated.
- Resident, Ian Thornley referred to the aspiration that more decision making would be devolved to NPs. BCC would need to ensure processes were robust to accommodate new ways of working.

TB noted the following;

- The majority of underspend related to major projects rather than local ones.
- Money allocated to NP areas would not be re-allocated and every effort would be made to ensure that work would be complete by the end of the financial year.
- The Cabinet Member for Transport, Planning, Strategic Housing & Regeneration had requested a report on the current position and the situation would be monitored.
- Due to the Councils current financial position and a freeze on recruitment, it had taken three months to recruit new staff. The service provided had slipped; this had been recognised and rectified.
- The majority of accidents were caused by unfortunate human error. When setting priorities reference would be made to a matrix of incidents.
- 20 mph zones would be rolled out across the city and these should assist in alleviating speeding issues around schools.
- Clean & Green budget: S Bench repair – recent fire damage to S Bench raised as cause of concern. AC asked to stress with Parks through the Area Environment Officer urgency of undertaking the repair of the S bench with the funds agreed by the NP. **AC to follow up with Mark Owen, AEO**
- Citywide C&G budget from 2011/12 - The work on St Mary's Church would not be going ahead due to a dispute but there was no update on whether any of the funding allocated could be re-directed for other work in Henbury/Brentry/Southmead. **AC to follow up with Mark Owen, AEO**

Actions;

- (1) **Cllr Weston to email information related to parking bay concerns related to Satchfield Close ;**
- (2) **TB to provide information on time scales for completion of work on Passage Road (Narrow Estate Road scheme):**
- (3) **TB to clarify if Lowther Road should be included in the Micro-asphalting programme in Wigton Crescent;**
- (4) **Area Co-ordinator to clarify the work timescale for the repair on Glencoyne Square S bench**

THE NEIGHBOURHOOD COMMITTEE RESOLVED –

- (1) that the verbal update to be delivered on progress on Carriageway Surface dressing be noted and that Footway schemes be brought by Highways to the September NP meeting for decision;**
- (2) that the progress on delivery of 2011/12 Minor Traffic Schemes and 2012/13 schemes, Narrow Estate Road work and approved S106 highways work be noted;**
- (3) that the success of Henbury/Brentry and Southmead bids to the Active Travel Neighbourhood Grants be noted;**
- (4) that the updates on Transport and Traffic actions be noted;**
- (5) that the current position with the devolved Clean and Green budget and progress on delivering 2011/12 citywide Clean and Green schemes and updates on delivery of new parks and installation of the Barnard Park totem pole and waste bins be noted. Also action taken to boost delivery of the Waste Plan be noted; and**
- (6) that the amount of S106 remaining to the Partnership be noted.**

8. ADOPTION OF FINAL NP RESPONSE TO SOUTH GLOUCESTERSHIRE

The Neighbourhood Partnership considered a report of the Area Co-ordinator (agenda item no. 8) setting out details of the adoption of the final NP response to South Gloucestershire.

The following was noted;

- The fourth bullet point on page 60 of the agenda papers should be expanded to read;

“The potential destruction of the Charlton Common located on the edge of Brentry and Southmead wards for commercial profit”

The following assurances would be requested in writing from South Gloucestershire Council;

- That the only Charlton Road access be for public transport (via Airbus entrance); we do not want general access via this road either to or from the new development. We are opposed to a Brentry or Southmead Rat Run.
- The potential destruction of the Charlton Common located on the edge of Brentry and Southmead wards for commercial profit.
- The Persimmon proposed development application PT12/1930/o and PT13/0830/o has no link road from their development for through traffic into Charlton Road via Redrow's Road widening PT11/2581/F that has grampian planning approval subject to Persimmon planning applications being approved.

The NP agreed that to avoid duplication of work, the BS10 Parks and Planning group would be delegated responsibility to discuss the South Gloucestershire Development with South Gloucestershire Council. The group met on the second Monday of every month at 6.30 pm and regular updates would be provided to the NP.

The following was noted;

- Rev Nick Williams suggested that Charlton Common had drastically reduced in size; with a large amount of land lost for commercial profit. A formal agreement between South Gloucestershire and Bristol City Council stating that a proportion of Section 106 / Community Infrastructure money would be allocated to BCC would be beneficial. This agreement should be in place prior to the start of the building process.
- Sewage should be added to the list of adverse impacts listed at the bottom of page 60 of the agenda papers.
- Resident, Bob Farmer expressed frustration that the Mayor had not been proactive or provided more support, despite information highlighting concerns being provided at the Community Day and a letter published. The NP agreed that a letter should be written highlighting the concerns and requesting a robust response.
- A resident from Horfield suggested that language used should be clarified, i.e. ensuring that language would be common to both residents and developers, i.e. 'Community facilities'.
- Cllr Smith referred to legislation which allowed for financial recompense for residents when community space has been lost. AD confirmed that emails had been sent and further information requested.
- The NP recorded thanks to the BS10 Parks and Planning Group for the continued hard work.

Action – The Chair to draft a letter highlighting the NP's concerns that the Mayor is not supporting or representing the concerns of the residents in relation to the South Gloucestershire development.

THE NEIGHBOURHOOD COMMITTEE RESOLVED –

- (1) that the statement prepared at the 7th July 2013 NP meeting setting out the concerns of the Partnership about the South Gloucestershire developments be noted. This was amended following the 11th July public meeting set up by the BS10 Parks and Planning Group; and**
- (2) that it resolves to forward this statement, with the amendments as stated, be the formal submission of the Henbury and Southmead Neighbourhood Partnership to South Gloucestershire Council;**
- (3) that the BS10 Park and Planning Group be the delegated sub-group for discussions related to the South Gloucestershire Development;**

(4) that a letter be drafted highlighting the NPs concerns that the Mayor is not supporting or representing the concerns of the residents in relation to the South Gloucestershire development.

9. AREA CO-ORDINATOR'S REPORT/PARTNERSHIP ACHIEVEMENTS

The Neighbourhood Partnership considered a report of the Area Co-ordinator (agenda item no. 9) setting out the Area Co-ordinator's report/partnership achievements.

THE NEIGHBOURHOOD COMMITTEE RESOLVED –

(1) that the delivery of May Neighbourhood Forum events and the tabling of issues raised at the NP meeting be noted;

(2) that the progress on the development of the South Gloucestershire Supplementary Planning Document and opportunities to influence in the coming months be noted;

(3) that the successful delivery of the Henbury and Southmead Community Conference in March 2013 be noted; and

(4) that the successful influencing of First Bus in re-instating the no. 20 bus services in the daytime along Charlton Road and the effective joint working of local residents and the NP be noted.

10. BRISTOL YOUTH LINKS AND COMMUNITY ASSET TRANSFER UPDATE

The Neighbourhood Partnership considered a report of the Area Co-ordinator (agenda item no. 10) updating on the Bristol Youth Links and Community Asset Transfer Update.

The following updates were provided;

Southmead Youth Centre

The expressions of interest deadline would be 17th July 2013. Alex Kittow noted that should the transfer go ahead, work would begin at Christmas. Concerns had been raised related to the condition of the building, currently being used by Learning Partnership West (LPW).

Cllr Massey praised the work undertaken to move the process forward. An event would be held on the 1st August; the Mayor and Cabinet Member had been invited to attend.

Henbury and Brentry Lodge

Tim Parkinson, confirmed that the Henbury and Brentry Community Council would not be submitting an asset transfer application as the viability of the centre could not be certain. The AC noted that publicity would be increased to encourage other

community groups to apply for an asset transfer. The Learning Partnership West (LPW) currently operated from this facility.

Summer Programme

The LPW summer programme had yet to be finalised. A youth bus had been considered to deliver services in Henbury and Brentry.

Action – The AC to circulate the LPW summer programme when complete.

THE NEIGHBOURHOOD COMMITTEE RESOLVED –

- (1) that a verbal update on the latest delivery plans from Learning Partnership West, including summary holiday delivery plans be accepted; and**
- (2) that a verbal update on the progress locally of the Community Asset Transfer process for Southmead Youth Centre and Brentry Lodge Youth Centre be accepted.**

11. NEIGHBOURHOOD WORKING REPORT

The Neighbourhood Partnership considered a report of the Service Manager, Neighbourhood Partnerships, Communities and Neighbourhoods (agenda item no. 11) setting out the neighbourhood working report.

Hayley Ash, Neighbourhood Working Co-ordinator (North) presented the report, referring to the successful pilot project in East/Central Bristol which brought Council Officers, community and voluntary sectors together to better tackle neighbourhood priorities. No extra funding would be available but officers would be working towards improving delivery. It would be important to ensure that departments were clear of areas of responsibility and issues were addressed and enforced correctly.

Better Neighbourhood Working would focus on priorities bigger than those identified at the Neighbourhood Forums; i.e. drug issues, Domestic Abuse, Use of motorcycles etc. The cause of the problems would be addressed strategically. The pilot project had been positive and had improved areas.

The Partnership approach could only impact on the services the Council currently delivered and this would not include the South Gloucestershire Development or Children and Young Peoples Services.

THE NEIGHBOURHOOD COMMITTEE RESOLVED –

- (1) that an improved way of neighbourhood working will start across the city from May/June 2013 be noted; and**
- (2) that the priorities that the neighbourhood working team will tackle will be chosen by the Neighbourhood Partnership in September 2013 and will bring together existing neighbourhood priorities (Community Safety, Cleanliness, NP priorities).**

12. NEIGHBOURHOOD PARTNERSHIP REVIEW

The Neighbourhood Partnership considered a report of the Acting Service Manager, Neighbourhood Partnerships, Communities and Neighbourhoods (agenda item no. 12) setting out the neighbourhood partnership review.

Kurt James, Acting Neighbourhood Partnership Service Manager presented the report, noting that Henbury and Southmead residents had provided the fourth highest number of responses.

The Area Co-ordinators would be working of areas of detail and proposals would be brought back to the NPs and TOR updated in September.

The NP Members agreed that sub-group (s) could be established to consider implementation of local improvements.

THE NEIGHBOURHOOD COMMITTEE RESOLVED –

- (1) that the Mayor George Ferguson’s statement about the future for NPs be noted;**
- (2) that a Neighbourhood Partnership subgroup be established to consider implementation of local improvements.**

13. DEVELOPMENT OF NEW BYELAWS FOR PARKS AND GREEN SPACES

The Neighbourhood Partnership considered a report of the Interim Service Director, Safer Bristol (agenda item no. 13) regarding the development of new byelaws for parks and green spaces.

THE NEIGHBOURHOOD COMMITTEE RESOLVED –

That the report be noted.

14. DATE OF NEXT MEETING

The next meeting of the Henbury and Southmead Neighbourhood Partnership will be held on Tuesday 24th September 2013 at 7.00 p.m. at a Henbury/Brentry venue (tbc).

(The meeting ended at 9.10 pm)

CHAIR