

**Minutes of the meeting of the
Henleaze, Stoke Bishop & Westbury-on-Trym
Neighbourhood Partnership held at
Henleaze Junior School, Park Grove, Bristol
22nd September 2014 at 7 pm**

Members

Ward Councillors

Henleaze - Clare Champion-Smith (A), Glenise Morgan (P)
Stoke Bishop - Peter Abraham (P), John Goulandris (P)
Westbury-on-Trym - Geoff Gollop (P), Alastair Watson (P)

Neighbourhood Partnership Ward Members

Henleaze - Valerie Bishop (P), Maggie Clarke (P), Helen Furber (P),
Simon Tomlinson (P)

Stoke Bishop - Mark Baker (P), Gay Huggins (P), Wendy Hull (P), Alan
Preece (P)

Westbury-on-Trym - Alan Aburrow (P), Sue Boyd (P), David Mayer (P),
Vacancy

Co-opted members -

Anna Maggs (A), Graham Donald (P) Stephanie French (P)

Partners

Mark Runacres (P) – police representative

Also present: Andrew McGrath-Neighbourhood Coordinator, Steve
Gregory-Clerk to the Neighbourhood Partnership.

The Member of Parliament for Bristol North West, Charlotte Leslie.

1. Welcome and introductions, apologies for absence.

Apologies were received from Councillor Champion-Smith.

The Chair proposed that Stephanie French be co-opted formally
as the Neighbourhood Partnership's Tree Champion. On being put
to the vote this was unanimously agreed.

2. Minutes of the meeting of the Neighbourhood Partnership held on 16 June 2014

The Minutes of the meeting held on 16th June 2014 were confirmed as a correct record and signed by the Chair.

Matters arising

Councillor John Goulandris commented on the ongoing Action in the previous minutes at paragraph 8 (1) "Transport" and referred to the roll out of the 20 mph zones/RPZ's and the erroneous implication that the NP had supported both schemes.

The NP agreed the following statement to clarify its position –

'The NP wishes to make it clear that it did not instigate or endorse the introduction of blanket 20mph speed limits in our NP area. The NP has acted as consultee only.

The NP has not instigated the parking consultation in Sneyd Park. For the record the NP supports the view of the 2 ward councillors that the proposals are over engineered and need to be pared back in order to retain the No 40 bus in particular along Stoke Road.

The NP has not called for the end of free parking on The Downs nor has it instigated or requested proposals for a 4 hour maximum stay. It has acted as a consultee only. For the record the NP believes that blanket parking restrictions for all of The Downs are premature and recommends a further consultation in 2015, once the Clifton RPZ schemes have been introduced and have had a chance to bed in.'

Discussion then ensued about the ongoing parking problems on the Downs resulting from RPZ roll out and how this had an impact on the No. 40 bus service. A concern was expressed that parking control proposals for the Downs might have a negative effect on the Stoke Bishop area as commuters and visitors to the Downs sought to park their vehicles wherever they could.

As a result of this discussion it was agreed that the Chair write to Bristol City Council's Strategic Director for Place, Barra Mac Ruairí, and the Assistant Mayor for Transport, Planning, Strategic Housing and Regeneration, Mark Bradshaw, explaining the serious concerns of the Neighbourhood Partnership.

It was also agreed that the Communications Working Group proactively reinforce the message that the Neighbourhood Partnership did not instigate or endorse the RPZ's or 20 mph zones and acted only as a consultee.

Action

1. The Chair, David Mayer to write to Bristol City Council's Strategic Director for Place, Barra Mac Ruairí, and the Assistant Mayor for Transport, Planning, Strategic Housing and Regeneration, Mark Bradshaw, explaining the serious concerns of the Neighbourhood Partnership regarding parking control proposals for the Downs and the negative effect this would have on the Stoke Bishop area;

2. The Communication Working Group proactively reinforce the message that the Neighbourhood Partnership did not instigate or endorse the RPZ's or 20 mph zones and acted only as a consultee to the proposals.

The Member of Parliament for Bristol North West, Charlotte Leslie, joined the NP at this point and was invited to address the meeting by the Chairman. She offered to help the Neighbourhood Partnership in any way that she could regarding parking on the Downs, traffic issues, the Bristol north fringe development and Green Capital funding and suggested, in the meantime, that members and residents maintain pressure by writing letters, raising petitions either individually or on behalf of the Neighbourhood Partnership to the Mayor, the Council and the media to ensure that their voices were heard

Regarding litter problems (Minute No 7) the Neighbourhood Co-ordinator confirmed he would answer the specific question. Deputy Mayor Geoff Gollop said that a reply was pending from Strategic Director Alison Comely and Tracey Morgan Service Director.

3. Declarations of interest

None declared.

4. Public forum

The Partnership received and noted the statements as listed below (*A copy of the statements are kept on record in the Neighbourhood Partnership's Minute Book at City Hall*).

Subject	Name	Number
Metro west proposals	Henbury, Brentry & Southmead NP	1
Tennis Courts Canford Park Floodlighting proposal	Hilary Long	2
Tennis Courts Canford Park Floodlighting proposal	Mike Blundell	3

Statement 1

The NP supported the statement from Henbury, Brentry & Southmead NP and unanimously agreed that a letter of support from the Chair on behalf of the NP be sent to both Bristol City Council and South Gloucestershire Council.

Action – David Mayer

Statements 2 & 3

The NP received both statements noting the serious concerns raised and particularly in relation to lack of adequate consultation and information relating to these proposals. Advice was given about the process of submitting statements to the Development Control Committee for when this application was considered.

5. First Bus Q&A session

Due to the absence of a representative from First Bus it was agreed to defer this item until the next meeting.

6. Governance paper

The Partnership considered a paper from the Neighbourhood Co-ordinator (agenda item no. 6) about the findings of the Governance Working Group which had met to discuss the development of a process for spending additional delegated funds.

A late statement was made by Councillor Morgan on behalf of Councillor Champion-Smith expressing the view that the Governance Working Group should comprise two voting representatives from each ward to ensure that it could not be dominated by one or two people and thereby possibly distort the work of the group.

The statement was noted.

On being put to the vote it was then unanimously -

Resolved – that the following process be applied to future considerations by the Governance Working Group with regard to spending additional delegated funds:

1. All applications to spend devolved funds will be assessed by the most appropriate working group. The Governance Working Group will only take a role in recommending the priority of projects where there is competition from competing working groups for limited funds that are insufficient to fund all the projects under review;
2. The existing process where one working group is the appropriate group to consider and make recommendations for funding projects from devolved funds would be retained -
 - a. This process has been shown to be robust and will not be changed;
 - b. The allocated working group will advertise, scrutinise and evaluate the applications received. Applications can be sought from within the Neighbourhood Partnership or from within the Community;
 - c. The Working Group will make recommendations for funding to the Neighbourhood Partnership/Neighbourhood Committee to consider and decide whether or not to allocate funds;
3. Additional process where more than one working group is appropriate to consider and make recommendations for funding projects from devolved funds -
 - a. Under these circumstances the Neighbourhood Co-ordinator [on behalf of the Governance Working Group] will advise all the working groups of the availability of these new devolved funds together with any guidance notes and timescale limitations;
 - b. The working groups will/may then undertake the existing process to reach any recommendation that they consider meets the criteria associated with the new funds;

- c. The Working Groups will then pass any recommendations to the Governance Working Group for collation and submission to the Neighbourhood Partnership;
- d. If the total value of the qualifying recommendations do not exceed the funds available then all recommendations will be passed on to the Neighbourhood Partnership/ Neighbourhood Committee for consideration to decide whether or not to allocate funds;
- e. If the total value of the qualifying recommendations exceeds the funds available then the Governance Working Group will prioritise the applications in accordance with the priorities of the Neighbourhood Partnership. All the recommendations will then be passed to the Neighbourhood Partnership/ Neighbourhood Committee for consideration to decide where to allocate funds.

4. General admin

- a. The membership of the Governance Working Group will remain as one ward rep per ward plus the Area Coordinator. Members of the Governance Working Group can nominate a substitute [fellow] ward rep to attend in their place if they are unable to attend a meeting. The substitute will assume the same voting rights as the main member;
- b. All members of the NP are free to attend Governance Working Group meetings;
- c. Governance Working Group meetings will be called as required [as per the current process] and will be advertised to enable NP members to attend if they are able to do so;
- d. The Area Coordinator will include an update as part of his report to the Neighbourhood Partnership Meeting on Devolved Funding status;
- e. Neighbourhood priorities are currently identified and agreed, and form the basis of the current working groups.

7. **Neighbourhood Co-ordinator's report**

The Partnership considered a report of the Neighbourhood Co-ordinator (agenda item no. 7) updating on various issues.

The NP was informed that due to members work commitments the start time for the Environment and Transport Working Groups would now be 7 pm. It was also noted that, due to a date/time clash with the Stoke Bishop Forum, the Transport Working Group meeting in cycle 2 would be moved from 7 October to 21 October.

In response to a letter from the Bristol Tree Forum the NP considered making tree planting in the NP area a priority to enable the 'Tree Champion' to be in a stronger position when negotiating for funding from devolved sources, to plant trees in local streets and parks.

There was unanimous agreement for this.

Resolved – that

(1) The dates of the next Neighbourhood Forums be noted;

(2) The latest meeting schedule and provisional dates of Neighbourhood Forums and Neighbourhood Partnership meetings in 2014/15 be agreed;

(3) The information regarding the £10,000 Green Capital Fund, that the Neighbourhood Partnership had the devolved right to allocate, be noted;

(4) The updates on the Neighbourhood Partnership's devolved budgets and the update on non-devolved S106 funding allocated to this Neighbourhood Partnership area be noted;

(5) The paper submitted by the Chair of the Tree Forum regarding the potential of having trees as a Neighbourhood Partnership priority in its upcoming Neighbourhood Partnership Plan, be noted;

(6) Tree planting be given priority status for NP3 area.

8. Wellbeing

The Partnership received a report of the Neighbourhood Co-ordinator (agenda item no. 8) regarding the recommendations of the Wellbeing Panel.

The Neighbourhood Committee considered the three applications and voted on each in order –

(1) Friends of Horfield Common – voted unanimously in favour;

(2) North Bristol Choir – voted unanimously to defer pending further information on what the money would be spent on;

(3) RAFA Club - voted unanimously to reject this particular application but deferred further consideration to obtain information about what the club needed funding for and that any further application was within the Wellbeing funding criteria;

Resolved - that

(1) The current Well Being allocation be noted;

(2) The latest monitoring update of Well Being Grant recipients be noted;

(3) The discussion by the Well Being Panel regarding the possibility of recommending certain applications should be funded by the Green Capital fund, be noted;

(4) The decision to retain on behalf of the group the £3,000 awarded to 43rd Bristol Scouts, pending their new build, be noted;

(5) The Wellbeing Panel recommendations below, as amended, be agreed –

Applicant	Project	Amount to be funded
Friends of Horfield Common	Horfield Common Tree Planting Plan	£825 (3 trees @ £275 each). Approved
North Bristol Well Being Choir	To enable the choir to deliver its services	£500 Subject to confirmation of what the funding is specifically for. Deferred
RAFA Club	Redecoration and refurbishment to the interior of the RAFA club.	£2,500 The application by the RAFA Club was rejected. It was however agreed to consider other possible

		applications by organisations using the premises - e.g. the 2644 Squadron Air Training Corps.
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9. Feedback from Working Groups

(i) Transport;

Report noted and TOR's agreed.

(ii) Environment;

Report noted and following requests considered –

Green Capital

Agreed that the EWG be approved to receive and consider applications on behalf of the NP and make recommendations to the NP for funding applications from Green Capital fund and that applications would only be accepted if on the appropriate application form;

Allocation of funding to local projects

a) The Neighbourhood Committee voted unanimously to approve funding of £8,177.04 from the NP's S106 (Hiatt Baker) allocation, to fund the Friends of Old Sneed Park Nature Reserve path project.

b) The Neighbourhood Committee voted unanimously to approve funding of £2,316.82 from the NP's S106 (Stoke Hill) allocation to purchase and plant eight trees along or near to Shirehampton Road/Parry's Lane.

c) The Neighbourhood Committee voted unanimously to approve the continued ring fencing arrangement of £1,500 for what was the previously Clean and Green budget, to allow allocation of funds to small projects in the NP area.

Old Sneed Park Nature Reserve Dam

The Partnership noted the problems relating to the leaking of the Dam and the difficulties about establishing ownership and finding a suitable remedy. A representative of the Friends of Old Sneed Park Nature Reserve requested help

from the Neighbourhood Committee members to find a solution to the issue.

After further consideration and discussion the Neighbourhood Committee voted unanimously to agree that

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(i) Suitably qualified Council Officers inspect the face of the Dam immediately and consider the evidence of the location of the leak supplied by Friends of Old Sneed Park Nature Reserve;

(ii) The Project Manager seeks quotations based on the Friends of Old Sneed Park Nature Reserve proposed schedule of work.

W-o-T war memorial cleaning project

AOB item – noted that a funding request of £450 for W-o-T war memorial cleaning project had now been withdrawn as alternative funding had been secured.

Tree report

Report noted but item 6 Gas Cabin particular concerns expressed about lack of screening and lack of response from the Council's Enforcement Officers in dealing with the issue.

(iii) Communication;

Report noted

(iv) Older people;

Report noted

10. Neighbourhood Partnership Review

The Partnership received a report of the Area Neighbourhood Manager (agenda item no. 10) about the Neighbourhood Partnership Review which was considering devolved budgets, updating of the Neighbourhood Partnership Plan, new ways of administering the Wellbeing fund, allocation of Green Capital funds, city wide events and equalities issues.

Resolved – that

(1) The progress of the consolidation of devolved budgets be noted;

(2) The options on the Neighbourhood Partnership Plan be considered at an away day in November 2014, to be arranged and confirmed by the Neighbourhood Co-ordinator;

(3) Changes to the Well Being Process be noted;

(4) Allocation of Green Capital Funding be considered at the December and March meetings of the NP;

(5) Helen Furber and Alan Preece represent the NP on the Citywide Event Planning Group;

(6) Nominations for equalities champions and arrangements for equalities training be decided at the away day in November 2014.

11. Any other business

Alastair Watson invited members to ask him to visit the Area in support of NP activities in his capacity as Lord Mayor;

Sue Boyd offered a leaflet to be circulated about preventing waste bin fires. Neighbourhood Co-ordinator offered to help. Also thanks to W-o-T shopping area for Bristol in Bloom award for the year;

David Mayer said that Aardman's character Shaun the Sheep would be appearing in two places in NP3 next year namely, the Downs and Canford Park.

Also photos of playground at Stoke Lodge were available and David gave thanks to the NP for its continued support on this issue.

(The meeting ended at 9.35 pm)

CHAIR