

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 3

**Horfield and Lockleaze
Neighbourhood Partnership
7.00 pm on Wednesday 4 March 2015
Eastville Library, Muller Road, BS5 6XP**

(A) De-notes absence (P) De-notes present

Ward Councillors

Horfield Councillors – Claire Hiscott (P) and Olly Mead (P)
Lockleaze Councillors – Gill Kirk (P) and Estella Tincknell (P)

Partners

Representatives of people who live and work in the Neighbourhoods of Horfield and Lockleaze

Jane Cunningham (P) - Horfield Resident / Walking 4 Health
Anna George (P) - Horfield Resident & Chair of the Manor Farm Community Hub
Steve Barrett (A) - Horfield Resident
Alderman Bill Martin (A) - Horfield Resident & Deputy Chair of Upper Horfield Community Trust
Joy Langley (A) – Lockleaze Resident & North Bristol Advice Centre
Robert Hall (A) – Lockleaze Resident
Martyn Chinn (P) - Lockleaze Resident and Chair of NP
Fiona Deas (A) – Horfield Resident

Lockleaze Neighbourhood Trust (A)
Upper Horfield Community Trust (A)
United Communities - Jayne Whitlestone (A)
Neighbourhood Police Team (A)
Avon Fire and Rescue (A)

Other interested parties

Caroline Hollies	BCC, Neighbourhood Partnership Co-ordinator
Allison Taylor	BCC, Democratic Services
Charlene Richardson	Senior Youth and Community Worker
Emma Williams	Neighbourhood Arts Programme Manager for Bristol 2015 European Capital
Steve England	Stoke Park Action Group member
Mark Sperduty	Area Manager, Highways
Oliver Coltman	Senior Transport Officer

1. Welcome and introductions

The Chair of the NP welcomed all present and introductions were made.

2. Chairing Arrangements

It was agreed that Martyn Chinn take the Chair and it was noted that he was prepared to continue for the rest of the year if nobody else was interested. It was noted that the governance workshop meeting on 14 March 2015 would discuss chairing arrangements. It was noted that the Neighbourhood Committee were quorate for decision making.

Action – Caroline Hollies to arrange another Neighbourhood Partnership meeting to discuss and approve the Neighbourhood Plan.

3. Apologies for absence.

Apologies had been received from Joy Langley, Nick Stevenson, Steve Barrett and Ruth Gearing.

4. The Minutes of the meeting held on 2 December 2014.

The minutes of the Horfield & Lockleaze Neighbourhood Partnership held on 2 December 2014 were confirmed as a correct record and signed by the Chair.

5. Matters arising including action sheet.

Reference was made to Page 19, Actions arising from meeting of 18 September 2014 – Public Forum. It was noted that the NP had not heard back regarding the reported breach of the Dorian Road Travel Plan. The NP Co-ordinator agreed to follow this up. It was also noted that it was not always easy to monitor spend and this could be referred to Audit Committee if it was a concern.

Action – Caroline Hollies to follow up Dorian Road Travel Plan breach.

6. Declarations of interest.

There were none.

7. Public Forum.

The NP had before them a Statement from Jane Ghosh regarding the state of the bins along Filton Avenue.

It was noted that the problem was being handed by the UWE liaison officer and waste management with Councillor Hiscott. It was agreed to monitor the situation and bring it back to the next Neighbourhoods Forum.

Action – Caroline Hollies to put on agenda for the next Neighbourhood Forum.

8. Wellbeing report.

The Area Coordinator reported that 7 applications had been received, two for Green Capital and five for Wellbeing. The Grants panel met on 11 February 2015 and made the recommendations as outlined in the report. At that meeting, two of the Wellbeing applications were reallocated to Green Capital. It was noted that Green Capital funding needed to be allocated by the end of March.

As Chair of Lockleaze Voice, the Chair of the NP declared an interest.

RESOLVED –

- 1. that the budgets for 2014/15 be noted;**
- 2. that the seven current grant applications and the grant's panel recommendations be noted;**
- 3. that the full breakdown of all grant distribution across the Neighbourhood Partnership area be noted;**
- 4. the Neighbourhood Committee made decisions as detailed in the Appendix 1.**

Action – Caroline Hollies to arrange another NP to consider the application from Lockleaze Voice and the allocation of funding to the Environment Group and Air Quality Project from the Green Capital funding pot.

9. Traffic and Transport Group report.

1. Wallscourt Farm s106.

The Romney Avenue Bus Link was developed as part of the outline planning application known as Wallscourt Farm using a combination of S106 funding and the Council's Transport Capital programme. This was completed at the end of 2013. The Traffic Regulation Order to restrict the link to buses and cycles only would be enforced by Automatic Number Plate Recognition (ANPR) cameras.

04/00721/Former Hewlett Packard Site, Romney Avenue, Lockleaze/SB98
'The provision of improvements to public transport routes and services which serve the development and its locality'.

The above S106 was devolved to the Neighbourhood Partnership on 1 February 2015 and has a value of approximately £137,000, which has to be spent within 5 years. The report proposed allocating £30,000 from this S106 to purchase and install the ANPR CCTV cameras to enforce restricted use of the Bus Link.

The following comments arose:-

- Martyn Chinn stated that he was opposed to the Romney Avenue Bus Link because of the link between diesel buses and atmospheric particulates. He did not support the introduction of these buses into the area where they had not previously operated;
- Members were supportive of the bus link and asked whether electric buses could be used on this route. Oliver Coltman agreed to take the use of trial technologies on this route away as a recommendation of the NP.

2. Southmead Hospital Parking.

Oliver Coltman reported that consultants were now working on the results of the survey. The final report was due after Easter and would be considered at the Traffic and Transport Group in May.

Councillor Tincknell reported that the bus stops at the hospital were very confusing and they were in the process of changing them.

Oliver Coltman acknowledged that the site was still partly under construction but

should be much improved by the end of the year.

RESOLVED –

1. that officers hold further discussions with the bus companies regarding the possible use of trial public transport technologies on the Romney Avenue Bus Link.

2. that £30,000 be allocated to purchase and install ANPR CCTV cameras using the 04/00721/ Former Hewlett Packard Site, Romney Avenue, Lockleaze/ SB98 for ‘the provision of improvements to public transport routes and services which serve the development and its locality’.

Action – Oliver Coltman to liaise with bus companies regarding use of trial public transport technologies on Romney Avenue Bus Link.

Devolved Budgets.

The Highways Area Manager, Mark Sperduty, tabled this paper at the meeting. (Appendix 2). There were no decisions required. He reported that the Local Traffic Scheme Delivery Programme was well behind with over 100 schemes on its books. In order to cope with this the Council had allocated £500,000 to recruit 6 agency to deliver on these schemes.

The following points arose:-

- The footways on Weston Crescent near the Memorial Stadium would be added to the Neighbourhood Partnership wish list that would be examined by Highways when considering the footways resurfacing;
- There was a request for an update on the backlog at the next Traffic and Transport Group. The NP Coordinator reported that there were two minor works schemes and one local traffic scheme for delivery;
- Councillor Kirk referred to the terrible surface on Romney Avenue which urgently needed addressing. The Chair added that this surface had recently been laid on Gainsborough Square and the top layer was already coming up and cars were being damaged. Mark Sperduty stated that this method of resurfacing was a substantially cheaper way of addressing concrete roads. He agreed to investigate

the areas referred to.

Action – Mark Speruty to add Weston Crescent to the NP footways resurfacing list and investigate Gainsborough Square and Romney Avenue resurfacing.

10. Neighbourhood Partnership Plan.

The Neighbourhood Partnership Coordinator, Caroline Hollies reported that this needed to be agreed by the end of March. Caroline had made the Plan shorter and had made some recommendations regarding timings. She suggested that the Partnership take time to read and respond to her through e-mail no later than 13 March.

The Chair stated that the Oliver Shirley report contained errors so should not be referenced in this document (P43).

RESOLVED – that Partnership members respond back to the NP Coordinator with comments on the content of the Plan by no later than 13 March.

Action – Carolines Hollies to arrange another Neighbourhood Partnership meeting to discuss and agree the Plan.

11. Youth Provision.

Charlene Richardson was in attendance for this item to update the NP on her role.

The following comments were made:-

- The Chair noted that the Learning Partnership West was not visible in Lockleaze. Charlene responded that there had been some outreach work in the Emersons Square area during the Summer but would clarify this;
- Charlene was working on a project called 'Playing out' which developed play in areas of need. This would be reported to Area Forums and then the BCC Youth Council who would take it to the Mayor;
- Councillor Mead had understood that the Youth Mayors felt they were not really listened to by the Mayor which was a shame as it was vital to have young people engage in politics;

- Charlene wished to work with the NP to ensure S106 funds for provision of youth and play facilities within Lockleaze was allocated fairly and appropriately. She planned to carry out a series of consultations with different stakeholders and submit a detailed plan back to the NP;
- Martyn Chinn advised that there was no consultation imminent around the Lockleaze Voice Local Neighbourhood Plan. Charlene agreed to liaise with Martyn Chinn about how to involve young people in this;
- Charlene sought £5000 from the NP to set up a Young People's Grants panel. All the young people involved would be trained and awarded accreditation. It was noted that this had been done in other areas. It was agreed to pilot the proposal this year 2015/16 with Charlene having responsibility for the funds. The young people on the Panel would report back to the NP;
- Councillor Mead referred to the Upper Horfield Community Trust and Charlene reported that she had previously worked with their youth worker but was unsure what was currently happening but would contact them to offer advice and support with funding.

RESOLVED -

- 1. that the update on the Senior Practitioner Role be noted;**
- 2. that the updates on youth provision be noted;**
- 3. that the S106 consultation plan be noted;**
- 4. that it was agreed to allocate £5000 for the Young People's Grants panel as a pilot project.**

Actions –

**Charlene Richardson to investigate outreach work taking place in Emersons Square;
Charlene Richardson to liaise with the Martyn Chinn about involving young people in the consultation around the Lockleaze Voice Neighbourhood Development Plan;**

Charlene Richardson to make contact with the Upper Horfield Community Trust.

12. Environment Group Report.

It was noted that Andrew Edwards was unable to attend. It was agreed to note the update and make comments directly to Andrew.

RESOLVED –

- 1. the updates from the Environment Sub Group be noted;**
- 2. the report on air quality be noted and any comments made direct to Andrew.**

13. Neighbourhood Partnership Report.

Emma Williams was in attendance to talk about the Neighbourhood Arts Programme.

She spoke as follows:-

- As part of Bristol's Green Capital year the Programme there was £10,000 available to develop an arts projects in the Horfield and Lockleaze NP to take a creative look at some of Bristol's issues around 'green' and sustainability. The consultation event for this would be held on the 11 March;

The following points arose from discussion on other items in this report:-

- It was noted that a libraries consultation would take place on 25 March at the Hub;
- The NP governance meeting would take place on Saturday 14 March at the Wordsworth Centre;
- The Festival of Culture were likely to come to a future NP to request funding;
- It was agreed that the Horfield Forum on 19 August would be in the Hall of Horfield Parish Church on Wellington Hill;
- In respect of the Lockleaze Forum on 4 November, it was noted that the Fairfield School venue was hard to get to;
- Councillor Kirk observed that Eastville library was used for NP meetings and as a Polling Station and therefore demonstrated it was an important asset to the area;
- It was noted that there was a new Manager in the Buzz Lockleaze Shop and it was due to open in April. It was reported that this might also be a Coffee Shop which would compete with Cookies. It was agreed to check the accuracy of this as a Coffee Shop;

- The Chair reported that the Lockleaze Voice Development Plan was now completed. Consultation events would be publicised on the Lockleaze Voice Neighbourhood Development Plan website.

RESOLVED – that the report be noted.

Action –

Caroline Hollies to e-mail NP members re the Arts Programme;

Caroline Hollies to check whether the Buzz Lockleaze Shop would be a Coffee Shop;

Caroline Hollies to check Fairfield School regarding its accessibility;

14. Any other business

None.

16. Date of next meeting.

Thursday 25 June 2015 at 7pm at Horfield Church of England Primary School.

(The meeting ended at 9.45 pm)

CHAIR

APPENDIX 1

Green Capital

No	Ward	Group	Contact	Description of project	£ requested	Recommendation (Scores of over 11 out of 21 should be approved)	£ Amount Recommended
A	Lockleaze	Lockleaze Voice Community Group	Martin Chinn	Conservation, wildlife and education project	£6,100	Score 6. There is a conflict of interest as the recipient of this funding is a member of SPAG, the group applying for the funds. This SPAG also currently have a live project funded by Green Capital which has not come to completion. The amount applied for is greater than the maximum amount allowed and is a lot of money. The group do not have a Health and Safety policy which is part of the essential criteria for funding. The Equalities section is weak.	<p>£0</p> <p>The Chair expressed disappointment that Lockleaze Voice had been unsuccessful and believed that the evaluation criteria had not been properly applied.</p> <p>The Committee understood the Chair's concerns but felt unable to decide on this application now. It was therefore agreed to defer the decision to an additional NP to be arranged as soon as possible.</p>
B	With One Voice Partnership	Helen Howard	Giant Jam Sandwich	£1,126.	Score 5: Both organisations have previously received money from the Grants	£0.	<p>£0.</p> <p>Refused by NC.</p>

					Panel. The main concern is how well it would engage Horfield and Lockleaze residents and the sustainability of the project. Concerns about the event venue being outside the area		
1	Horfield	Friends of Horfield Common	Sam Thompson	Horfield Common Walking and Running Routes	£3000	Score 9: Funding will be allocated only if match funding is obtained	£2000 transferred from Wellbeing (plus £651.57 Wellbeing) Agreed by the NC
2	Lockleaze	Pride of Place	Tamsin Evans	Community clean-ups	£900	Score 15: Good value for money that engages residents well.	£900 transferred from Wellbeing Agreed by the NC
	Lockleaze	Environment Group				Great positive feedback from public. Desire by Environment Group to fund additional meadow across the NP	£1000 recommended It was noted there was insufficient funding in the Clean and Green pot so the use of Green Capital funding was proposed. The NC agreed to

							defer the decision to an additional NP to be arranged as soon as possible.
	Both	Air Quality Project				Neighbourhood Partnership priority. To focus on the 2 areas of poor Air Quality – M32 and A38	£3800 recommended. It was noted that this was to allocate funding that would otherwise be lost if unallocated by the end of March. The NC agreed to defer the decision to an additional NP to be arranged as soon as possible.

Wellbeing

No	Ward	Group	Contact	Description of project	£ requested	Recommendation	£ Amount Recommended
1	Horfield	Friends of Horfield Common	Sam Thompson	Horfield Common walking and running routes	£3000	Score 9 : Funding will be allocated only if match funding is obtained	£651.57 (plus £2000 from Green Capital) Agreed by the NC

2	Lockleaze	HELP	Petra Finkenzeller & Jessie Currie	Home Education Forest School	£1998	Score 4: Monitoring for previous grant has not been returned. At last application this was only funded as a once off. Not clear how this is focussed on residents from this Neighbourhood Partnership	£0 Refused by NC
3	Lockleaze	Lockleaze Community FC	Gary Mitchell	Help with club costs	£1500	Score 16: This is a good project well embedded in the local community.	£1500 Agreed by NC
4	Lockleaze	United Communities	Paul Griffiths	Noticeboard for Emerson's Square	£1452	Score 9: Some concerns about cost and effectiveness but agreed to fund because it was identified through the Emerson's Square Problem Solving Plan	£1452 Agreed by NC