



## **DISCLAIMER**

**The attached Minutes are DRAFT. 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**

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**AGENDA ITEM NO 4**

**Horfield and Lockleaze  
Neighbourhood Partnership  
6.00 pm on Thursday 04 December 2015**

### **Present:**

*(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

Fiona Deas (P) – Horfield Resident, Chair Grants Group

Martyn Chinn (P) - Lockleaze Resident

Steve Barrett (P) - Horfield Resident

Anna George (P) - Horfield Resident & Chair Environment Group

Robert Hall (A) – Lockleaze Resident

Frances Robertson (A) – Horfield Resident & Chair Traffic and Transport Group

It was noted that Joy Langley was no longer a member but would remain as interested party and Tamsin has resigned as Chair of the Grants Group and therefore also as a Neighbourhood Partnership member

### **Other Interested parties:**

Jayne Whittlestone	United Communities Housing Association
Alex Wood	Lockleaze resident & BCC Health Promotion Specialist
Jackie Ahluwalia	Lockleaze resident
Cllr Brenda Massey	Horfield resident
Arthur Massey	Horfield resident
Sophie Giltinan	Member of the Bristol City Youth Council and UK Youth Parliament
Rob Farrow	Learning Partnership West
Jackie McGregor	Filton Avenue Nursery School and Childrens Centre
Jonathan Anstis	Lockleaze resident
Rhys Jones	Horfield Leisure Centre
David Jepson	Chair of Governors, Filton Avenue Nursery and Children's Centre
Richard Reddrop	Community Services Manager, Stoke Park Schools
Selina O'Sullivan	Groundwork South
Helen Bone	Vivid Regeneration

**Also in attendance:**

Caroline Hollies	BCC, Neighbourhood Partnership Co-ordinator
Ruth Quantock	BCC, Democratic Services
Martin James	BCC, Youth and Community Worker
Charlene Richardson	BCC, Senior Youth and Community Worker

**1. Welcome and introductions**

The Neighbourhood Partnership Co-ordinator welcomed everyone to the meeting and introductions were made. It was confirmed that as previously agreed as the meeting was being held in Horfield, one of the Ward Councillors would be Chair of the NP and Cllr Olly Mead had agreed to do this for today's meeting.

**2. Apologies for absence**

Joy Langley, Robert Hall and Frances Robertson

**3. Minutes of the meetings on 17 September 2015**

P4 – other interested parties

It was requested that Nigel Currie be listed as Bishopston resident

Subject to the above minor amendment the minutes were confirmed as a correct record and signed by the Chair

#### 4. Matters arising including Action Sheet

An update was provided by the Neighbourhood Partnership Co-ordinator and other NP members. It was agreed that the actions marked 'complete' were indeed complete and could therefore be dropped from the ongoing action sheet before the next meeting. **Action: Ruth Quantock**

Following a request at the June meeting for clarification as to whether grant applicants should withdraw from the meeting when the Committee is making a decision, the NP Co-ordinator explained that advice from Legal and Democratic Services was that this was at the discretion of the Neighbourhood Committee Chair. For example if the decision was not straightforward and needed further detailed debate, the Chair may feel it appropriate that the applicant be asked to withdraw.

**The Neighbourhood Partnership agreed to adopt this approach.**

#### 5. Declarations of Interest

None

#### 6. Update on plans for development at Horfield Leisure Centre

Rhys Jones, General Manager – Everyone Active gave a brief update on some plans for development at Horfield Leisure Centre to be funded by Everyone Active. The plans involve a refurbishment inside the Centre and a development for 6 3G football pitches on the fields at the rear of the Centre that will provide all weather space that can be used for activities for local residents and community groups.

The NP welcomed the proposals, however stressed the importance of a co-ordinated approach with other sports developments going on in the local area including, the council's own plans for sports development, Lockleaze sports development at Bonnington Playing Fields and Friends of Horfield Common to avoid the risk of overprovision in some areas and gaps in others.

The NP Co-ordinator agreed to set up a meeting between the city council and interested parties to share plans. **Action: Caroline Hollies**

#### 7. Public Forum

At the start of this item Cllr Olly Mead gave a short disclaimer that as a Member of the Development Control Committee he would not be taking part in any discussion arising from this public forum statement and that anything he heard during the discussion would not influence his decision at the DC meeting on 9<sup>th</sup> December - he would retain an open mind on the issue.

Jackie Ahluwalia, Lockleaze resident spoke to her statement about 2 planning applications to build diesel generators in Lockleaze in the middle of a residential area, to be considered by BCC Development Control Committee B on 9<sup>th</sup> December. Following her detailed research there were very real concerns about the impact the diesel fumes would have on the health of the people in the area and have a detrimental effect on the quality of life in Lockleaze.

It was noted that the officer's recommendation to DC Committee was to refuse the application, however it was stressed that it was very important for members of the public and NP Members as individuals to let their feelings be known by submitting a public forum statement to Democratic Services by the 12 noon deadline on Tuesday 8<sup>th</sup> December, as this was by no means a fait accompli.

All were encouraged to submit public forum statements to Democratic Services – [democratic.services@bristol.gov.uk](mailto:democratic.services@bristol.gov.uk)

**The Neighbourhood Partnership RESOLVED to submit a public forum statement on behalf of the Partnership.**

(Cllr Olly Mead abstained from voting)

## **8. Update and the future of Children's Centres**

Jackie McGregor gave a detailed verbal update on the wide range of important support services being delivered by Filton Avenue Nursery School and Children's Centre to improve the lives of young children and their families. During the presentation Jackie explained how their vision, values and partnership working contribute to the priorities of this Neighbourhood Partnership.

It was noted that funding was one of their biggest challenges and whilst the City Council continued to support the Centre (a number of neighbouring LAs have cut or significantly reduced funding of childrens centres) they were looking for additional funding streams. Cllr Brenda Massey, Assistant Mayor (People) commented that the City Council were keen to support early intervention because it delivered better outcomes over the longer term. She advised that the council had recently received £0.25m government funding which was available to support children services and the Centre should apply to the council as soon as possible. **Action Jackie McGregor**

Jane Whittlestone and Cllr Gill Kirk declared an interest as they sit on the Advisory Board for FANS&CC

Following discussion, it was noted that the NP could support the Nursery School and Childrens Centre as follows:

- In view of the financial constraints it was important for the Centre to avoid duplication of childrens services so any assistance with undertaking a strategic

overview of other service provision in the area would be welcomed. **Action Caroline Hollies/Partner organisations on NP**

- The Centre were looking for networking opportunities so if they could be included on the email distribution list for H&L NP correspondence that would be very helpful. **Action Caroline Hollies/Ruth Quantock.** The hub was also available for meetings and a potential venue for future NP meetings. It was also suggested that Jackie be invited to the next meeting of the Employment subgroup. **Action Caroline Hollies**
- Help and advise on any funding available from the Neighbourhood Partnership would be welcomed. **Action Caroline Hollies**

## **9. The Vench Adventure Playground Enhancement Project**

The Neighbourhood Partnership considered a report of Nicola Hazell, Operations Manager, Groundwork South (agenda item 7) which asked the Neighbourhood Partnership to sign off Stage 1 delivery of the enhancement project and approve the proposals for Stage 2.

The next stage is to carry out extensive community consultation on the design of the enhancements to the Adventure Playground so that the agreed design to be approved by the steering group will be children and young people led. Following this, a tender process will be carried out to appoint a contractor (in principle as the contract is funding dependant).

It was proposed that the remainder of the £43k is rolled forward and merged with the Stage 3 funding and a further report will be brought back to the NP at its next meeting on 3<sup>rd</sup> March 2016 with proposals for a big build on site in April 2016.

Cllr Tincknell indicated that as a Member of the Steering Group that was meeting regularly she felt re-assured that the project was moving in the right direction and would be sustainable over the longer term.

**The Neighbourhood Committee RESOLVED that Stage 1 be signed off and the proposals for Stage 2 be approved.**

## **10. Children and Young People – update and future plans**

Rob Farrow gave an update on youth and play services being delivered in the local area and provided statistics on engagement as requested by the NP at the last meeting. General delivery had recently been hampered because the Adventure Playground was closed due to safety concerns. However, LPW moved sessions to other local parks and spaces, promoting these via the community and social media with no noticeable effect on attendance. It was agreed that the full presentation would be circulated to the NP for information. **Action Rob Farrow**

Charlene Richardson convenes 4 Youth and Play Partnership meetings per year for providers and VCS groups to produce co-ordinated plans for holiday activities as well as an opportunity to ensure good information sharing, identify needs of children and young people in the area and develop partnership working to secure the best outcomes for C&YP. This information is shared across the patch via email, booklets & newsletter to schools, youth and childrens centres and to a variety of staff working with children, young people and families.

Charlene Richardson gave an update on the Young Peoples Grants Panel. The process has taken longer than anticipated due to availability of the young people over the summer holiday and it was requested that the funds allocated to the Young People's Grant Panel from January 2016 – December 2017.

**The Neighbourhood Committee RESOLVED to approve the roll-over of funding to the Young People's Grant Panel from January 2016 – December 2017.**

Following on from work at the Neighbourhood Forums and at the communications meeting in November, Caroline Hollies and Charlene Richardson led a discussion on future plans for young people's activities and facilities in the NP area. A mapping exercise had been undertaken which identified existing provision of children and young people's facilities and activities and known hot spots of anti social behaviour to see whether there was any correlation to gaps in youth and play provision in these areas. Jayne Whittlestone emphasised caution when making this link. The mapping exercise will be continued in order to identify any gaps or other issues. Solutions to these will be sought in consultation with providers and residents. **Action: Caroline and Charlene**

Sophie Giltinan, Member of the Bristol City Youth Council and UK Youth Parliament gave an update on her role and the campaigns she was involved with – working together to combat racism and religious discrimination, particularly against people who are Muslim or Jewish', has been chosen as the UK Youth Parliament's national campaign for the next year, with Mental Health being chosen as its priority campaign for England. It was noted that BCYC contact schools in September each year to raise the profile and encourage young people to get involved.

**The Neighbourhood Partnership RESOLVED to**

- 1) Note Quarter 1 (April – June) and Quarter 2 (July – September) reports from LPW
- 2) Note the Youth and Play Partnership meetings
- 3) Note progress with the Young Peoples Grant Panel
- 4) Approved future plans

## 11. Business Report

The Neighbourhood Partnership considered a report of the NP Co-ordinator agenda item no. 10) which set out the progress of the work of the Neighbourhood Partnership & working groups since the last meeting and asked the Neighbourhood Committee to make decisions on a number of funding requests for NP devolved budgets.

The following key issues were noted during the discussion:

- 1) Environment Group – At its last meeting the Neighbourhood Partnership agreed that the Environment group would allocate the remainder of the Green Capital money (£4715) based on grant applications received for its meeting on 12<sup>th</sup> October. The allocations approved at this meeting were set out in the report.

The group also recommended that £3600 be approved from s106 money available to pay for a disabled swing for Monks Park Children’s play area.

### **The Neighbourhood Partnership RESOLVED:**

- 1) to agree to the allocation of the remainder of the Green Capital money, as follows:

#### **Lockleaze**

**South Lockleaze and Purdown Neighbourhood Group - Outdoor education programme £800**

**Groundwork - Local growing programme to teach young people and children about growing and local food £1000**

**Filton Ave Nursery School – Community Nature Trail £911**

**United Communities and LPW - ‘Let’s love Rubbish in Lockleaze’ £650**

**Horfield Community Association - Environment workshops for children and young people £625**

#### **Horfield**

**Pride of Place Residents’ Group - Re-use leaflet, re-cycling blitz and nature appreciation £400**

**Horfield and Lockleaze Neighbourhood Partnership Environment Group - re-positioning of park benches and litter bin on Horfield common £315.84**

- 2) to approve £3600 S106 for a disabled swing to come from s106 07/01523/Prefab Site, Dorian Road, Horfield / ZCD...914 for “the provision of improvements to Parks and Open Spaces within one mile of the former Dorian Road Prefab Site” as above.

**3) that the Environment Subgroup be asked to designate a Tree Champion from within the group to represent this NP and that a letter signed by the Chair be sent to BCC Highways requesting that tree pits are put in new schemes wherever possible.**

**Action Caroline Hollies / Cllr Olly Mead**

2) Traffic & Transport- the report contained an update on local traffic schemes, issues with existing bus services and cycling.

**The Neighbourhood Partnership RESOLVED to develop a Cycling Plan and that this action would be included in the Neighbourhood Partnership Plan**

**Action Caroline Hollies**

4) Grants Panel

4.1 The Panel had met on 11<sup>th</sup> November. Tamsin Evans had stepped down from Chair prior to the meeting and the Panel agreed Fiona Deas as the new Chair.

4.2 Young People's project from United Communities - United Communities requested that the underspend of £300 for this project is spent on trips for girls and boys who attended the summer projects and are identified to be vulnerable.

**The Neighbourhood Committee acknowledged and accepted these changes.**

4.3 The 2014 Stoke Park Walks, talks and Photography project from SPAG (a subgroup of Lockleaze Voice). It was noted that for reasons outlined in the report only 9 out of 10 walks were delivered and the photography competition was also not delivered. The project was therefore £250 underspent which had been returned to the Wellbeing fund.

**The Neighbourhood Committee acknowledged and accepted these changes**

The 2014 Stoke Park 'Seat Expectations' Green Capital funded from SPAG. The NP Co-ordinator indicated that whilst all the funding had been spent only 6 out of the 12 benches that were applied to be installed had been delivered. In explanation, the project has suffered from a change in personnel and admin issues but that Lockleaze Voice who were acting as the accountable body for this project felt they had received value for money from the project, particularly the large number of volunteers engaged. It was noted that a monitoring form had not been returned for this project. After a series of email communications and meetings over a number of months, the monitoring form had subsequently been signed by the Chair of Lockleaze Voice on behalf of SPAG.

**The Neighbourhood Committee acknowledged and accepted these changes**



Neighbourhood Committee commented that whilst they accepted some flexibility, in the future the NP should be informed of any significant changes in the project delivery so they can be approved at the time rather than in retrospect. This is already clearly set out in the wellbeing guidance and in the funding agreement.

In June 2015 Lockleaze Voice were awarded £2000 from the Stoke Park Dowry Fund and £2000 from Wellbeing to run a programme of Walks and Talks to be delivered by Steve England. The payment for this project was delayed because the outstanding monitoring forms for the SPAG projects (for which Lockleaze Voice were the accountable body) had not been returned, which is a requirement for releasing funding. The programme of Walks and Talks had already been started, so to resolve the situation the £2000 Wellbeing grant has been directly paid to Steve England to deliver this part of the project. For the £2000 from the Stoke Park Dowry fund, the application was further developed to deliver 7 walks and the NP Co-ordinator proposed that in order to get the projects delivered the grant be transferred to Friends of Horfield Common, who had links with the university and could provide the much needed admin support to Steve England. The Friends of Horfield Common had also agreed to become the accountable body.

Martyn Chinn explained that following a recent meeting with Cllrs Tincknell, Kirk, Caroline Hollies and others to discuss the position, in order to move forward he had reluctantly agreed to sign the monitoring forms for the 2 SPAG projects on the condition that no negative or detrimental effect would be attached to him or Lockleaze Voice for any failures attributed to these two SPAG projects. \*\*He stated that he had never been sent or signed the funding acceptance agreement form, nor a completed application request form, from the NP.

Martyn Chinn stressed that Lockleaze Voice had received emails from BCC telling it to proceed to spend the Dowry Fund granted. He was very concerned that the decision to transfer the funding to another group would negatively impact his good name, the name of Lockleaze Voice, and its members. He also pointed out that the decision would not be in line with the NP process as recommendations for the use of Stoke Park Dowry Fund should come to the NP from Stoke Park Delivery Group and not the NP Co-ordinator.

The Democratic Services Officer (DSO) raised concerns that the background to the recommendation to transfer the funding was not in the report and none of the detail being discussed so it was difficult to follow. The NP Coordinator said that this had not been possible as the developed application had not been finalised and the monitoring form from LockleazeVoice had not been signed until today. As the circumstances appeared to be very complex the DSO suggested that the decision be deferred to the next meeting. The NP Co-ordinator offered to bring back a more detailed report. Councillors who had been party to the various meetings being discussed felt this would not be necessary.

**\* Please refer to minutes of 27 January 2016 item 4**

The meeting became heated and it was suggested by NP members that it was not appropriate to continue to discuss the issue at this level of detail in a public meeting. The Chair asked Martyn to calm down and at this point Martyn Chinn left the meeting.

**The Neighbourhood Committee noted the change to the Wellbeing budget and RESOLVED that £2000 from Stoke Park Dowry Fund that had previously been awarded to Lockleaze Voice be transferred to Friends of Horfield Common who will act as the accountable body.**

It was agreed that an informal meeting be arranged as soon as possible with Lockleaze Voice, Caroline Hollies and the 2 Lockleaze Cllrs to resolve issues. **Action: Caroline Hollies**

The NP thanked the NP Co-ordinator for all her hard work in encouraging and supporting organisations to apply for the various grants available from the NP. It was recognised that there was a significant amount of administration in the application process and the on-going monitoring of projects funded. The Grants Panel were also thanked by the NC for their assistance with the evaluation process.

4.4 The Panel had discussed the two applications that were specifically for projects in Stoke Park and agreed to stand by their previous decision (upheld by the NP) that projects for Stoke Park will not be considered for Wellbeing until the Dowry fund has been spent. However, it was anticipated that the Neighbourhood Committee may wish to overturn this decision as this was not made clear in the Wellbeing application or guidance notes (this has now been done). If this was the case, the Panel recommended that the Sculpture Trail score sufficient to be funded but the St Werburghs City Farm application was not eligible.

4.5 Seven new applications had been received and the Panel's recommendations and conditions were set out in the report.

**The Neighbourhood Committee RESOLVED that:**

- 1) the grant applications be approved as annotated in Appendix 1 (including any conditions recommended by the Grants Panel)**
- 3) £360 be approved for a networking event to be organised by the Wellbeing Group to bring together all recipients of the Wellbeing and Green Capital projects over the last year.**

The Neighbourhood Partnership noted the proposed meeting dates for 2016-17.  
**Action: Caroline to recirculate for comment.**

## **12 Neighbourhood Partnership Plan update**

The Neighbourhood Partnership noted a report of the NP Co-ordinator agenda item

no. 10) which provided an update on progress against actions in the NP Plan.

**Date of Next Meeting:** 7pm, Thursday 3<sup>rd</sup> March 2016, Filton Avenue Primary School,  
Lockleaze Road, Bristol, BS7 9RP

**The meeting ended at 10.00 pm**

(Chair)

Amount of remaining Wellbeing grant:				£9,322
Name of organisation	What's the funding for? Brief summary of project	How much requested	Amount agreed?	Comments and Conditions
1. Bristol Noise	Fun afternoons	£1000	£1000	This is a great programme but Wellbeing regularly funds this, query whether there is no other funding stream to apply to <b>£1000 agreed by NC</b>

2. Creative Crafting Club	Room hire for craft sessions	£1400	£700	As this is a new group, the Panel wanted to offer some support so have offered 50% of the room hire costs with the offer that the group can reapply for the other 50% if the group is successful and they need it <b>£700 agreed by NC</b>
3. FACE	February fun activities	£987.50	£987.50	<b>£987.50 agreed by NC</b>
4. Friends of Horfield Common	Junior Wildlife Explorers Club	£2000	£1,100	Fund 50% of workshop leader, tools and printing - then come back for funding once they can demonstrate that Horfield and Lockleaze young people are engaged. FoHC will need to demonstrate what ages, when are they going to run (schools holidays), need to target children from Upper Horfield and Manor Farm with priority <b>£1100 agreed by NC</b>
5. Girl's Group at Wordsworth	Support for sessions and residential	£1500	£1,500	<b>£1500 agreed by NC</b>
6. Lockleaze Neighbourhood Trust	Stoke Park Sculpture Trail	£2000	£0	It was felt that the pilot project paid for by Groundworks needed to be completed first to gauge the success and as such there was no urgency for this project to be completed now. <b>NC agreed to defer</b>
7. Lockleaze Neighbourhood Trust	Strategic and Operational Plan	£2,000	£0	The Panel felt that this project was not appropriate for Wellbeing. <b>£0 – upheld by NC</b>
8. St Werburgh's City Farm	Woodland Welcome Signs	£2000	£0	<b>£0 – upheld by NC</b>
9. Upper Horfield Children's Centre	Vulnerable Young People's Holiday Club	£1,360	£1,360	<b>£1360 agreed by NC</b>

Wellbeing Networking Event	£500	<b>£360</b>
<b>Amount of Wellbeing Grant left:</b>		<b>£2314.50</b>